



DRUG EDUCATION AND SUBSTANCE-RELATED INCIDENTS POLICY

LONGTON PRIMARY SCHOOL AND NURSERY
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1. Rationale and scope

Longton Primary School and Nursery aims to help pupils develop the knowledge, skills and confidence to make safer, informed choices and to seek help when they need it. Substance education is taught in an age-appropriate, factual and non-judgemental way. It is part of our wider work to support pupils' health, safety, wellbeing and personal development.

For this policy, 'drugs and substances' includes medicines, alcohol, tobacco and nicotine products (including vaping products), solvents, illegal drugs and other substances that may affect health, feelings, thinking or behaviour. The policy covers curriculum teaching and the management of substance-related concerns on school premises, during school activities, educational visits and residential trips.

2. Aims

Through our curriculum and wider school practice, we aim to help pupils:

- understand how medicines can help when used correctly and why medicines and other substances must not be shared or taken without appropriate adult guidance;
- learn age-appropriate facts about the effects and risks of alcohol, tobacco, vaping, solvents and other drugs;
- recognise unsafe situations, pressure from others and misleading messages, and practise ways to say no, leave a situation and seek help;
- develop respect for their own health and the safety and wellbeing of others;
- know which trusted adults they can talk to and understand that concerns will be listened to and handled sensitively.

3. Curriculum and Kapow Primary PSHE

Drug education is delivered through Longton's adopted Kapow Primary RSE/PSHE curriculum and relevant Science learning. Staff should use the current Longton long-term plan, lesson materials and progression guidance, adapting delivery where necessary to meet pupils' needs without losing the intended learning.

Kapow's published mapping includes learning opportunities such as:

- EYFS and younger pupils: developing understanding of keeping healthy and safe, including that medicines are used for a reason and should only be taken with appropriate adult support;
- Year 4: tobacco and its effects, within the relevant Kapow unit;
- Year 5: making decisions about alcohol, drugs and tobacco, including influences and risks;
- Year 6: alcohol and its effects, laws, choices and sources of support.

Teachers should check the current Kapow materials and Longton's adopted sequence before delivery, as resources and unit structures may change. Related learning may also take place through Science, online safety, safeguarding, healthy lifestyles and wider PSHE work.

4. Teaching approach, inclusion and safeguarding

- Teaching must be suitable for pupils' age, stage of development and prior knowledge, with clear learning intentions and opportunities to discuss, practise skills and reflect.



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- Teachers should establish a respectful, safe classroom climate. Pupils should not be pressured to disclose personal or family experiences. Use fictional scenarios and general examples where appropriate.
- Teaching and resources should be inclusive and accessible, with reasonable adjustments and support for pupils who need them. Staff should avoid stigmatising people who experience substance misuse or their families.
- If a pupil shares information that raises a safeguarding concern, staff must listen calmly, avoid promising secrecy, record the concern factually and report it promptly to the Designated Safeguarding Lead (DSL) in line with the school's safeguarding procedures.
- Parents and carers can contact school with questions about curriculum content. Teaching should follow the school's published relationships, sex and health education arrangements and current statutory guidance.

5. Medicines and prescribed treatment

Medicines brought into or administered in school are managed under the school's Supporting Pupils with Medical Conditions and Administration of Medication arrangements. Parents/carers must provide the information and permissions required by those procedures. Staff must follow the relevant healthcare plan or agreed instructions, and medicines must be stored, accessed and administered safely by authorised staff.

Pupils must not share or self-administer medicines unless this is specifically provided for under the school's medication arrangements and the relevant healthcare plan. This policy does not replace the school's medication policy.

6. Substances on school premises and at school activities

Illegal drugs, unauthorised medicines, alcohol, tobacco, nicotine products and vaping devices must not be brought onto or used on school premises or during school activities, except where a specific lawful and school-approved arrangement applies. Medicines required for a pupil's health are managed under the school's medication procedures.

Alcohol may only be present at a school or association event where the Headteacher has expressly authorised the arrangement in advance, children cannot access it, and all applicable licensing and legal requirements are met. This does not permit alcohol to be consumed by pupils or staff responsible for supervising children.

7. Responding to a substance-related incident

A concern may include finding a substance or related equipment, a pupil possessing or supplying a substance, suspected intoxication, an unsafe substance being used or shared, or a disclosure about substance use affecting a child's safety or wellbeing.

- Make the area safe and consider immediate medical needs. If a person is seriously unwell, unconscious, having difficulty breathing or there is a suspected overdose, call 999 and follow emergency advice.
- Do not taste, smell closely or handle an unknown substance unnecessarily. Keep pupils away, prevent access and seek advice from the Headteacher or senior leader.
- Inform the Headteacher and DSL promptly. Record the facts, actions taken, witnesses and any exact words used in the school's normal recording system.
- The Headteacher or delegated senior leader will consider the circumstances, safeguarding needs, behaviour policy, contact with parents/carers and whether advice or referral to health, safeguarding, local authority or police services is required.



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- Respond proportionately, balancing the safety of the school community with the individual child's welfare, education and support needs. A disclosure of substance misuse in a family does not by itself establish neglect or abuse, but any safeguarding concerns must be assessed.
- Preserve any suspected substance or item safely for the appropriate authority; staff must not undertake informal testing or investigation.

8. Searching and confiscation

Staff must follow the current Department for Education guidance on Searching, Screening and Confiscation and the school's behaviour and safeguarding procedures. Staff must not carry out searches outside their legal powers or improvise a personal search. If a search or confiscation may be necessary, contact the Headteacher or authorised senior leader immediately and follow the guidance on reasonable grounds, who may conduct a search, witnesses, informing parents and recording the action.

Where safe and appropriate, staff should seek a pupil's cooperation in handing over a suspected item. Do not put staff or pupils at risk by attempting to seize an item physically. Contact the police where required or where the Headteacher considers this necessary, following DfE guidance.

9. Roles and responsibilities

- Governing Body: oversees the school's approach through its governance responsibilities.
- Headteacher/senior leaders: ensure incidents are managed appropriately, parents/carers and relevant agencies are contacted when needed, and staff know the procedures.
- PSHE subject leader: monitors curriculum coverage and progression, supports colleagues and reviews alignment with the current Kapow scheme.
- All staff: deliver planned learning responsibly, maintain appropriate professional boundaries and report incidents or safeguarding concerns promptly.
- Parents/carers: are encouraged to engage with the school's curriculum information and contact school if they have concerns or need support.

10. Related policies and guidance

Read this policy alongside the school's:

- Safeguarding and Child Protection Policy;
- Behaviour Policy;
- Supporting Pupils with Medical Conditions / Administration of Medication Policy;
- Health and Safety Policy;
- Relationships, Sex and Health Education (RSHE) / PSHE arrangements.
- **DfE: Relationships and sex education (RSE) and health education — statutory guidance, in force from 1 September 2026:** <https://www.gov.uk/government/publications/relationships-education-relationships-and-sex-education-rse-and-health-education>
- **DfE: Drugs — advice for schools:** <https://www.gov.uk/government/publications/drugs-advice-for-schools>
- **DfE: Searching, screening and confiscation in schools:** <https://www.gov.uk/government/publications/searching-screening-and-confiscation>



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- **Kapow Primary: RSE & PSHE curriculum hub and curriculum updates:**
<https://www.kapowprimary.com/subjects/rse-pshe/curriculum/>

11. Review

This policy will be reviewed annually and sooner if statutory guidance, the adopted Kapow curriculum, school procedures or circumstances change.