



Good
Provider

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Signed by Chair of Governors: Mr Paul Rossi

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Signed by Headteacher: Mr Sean Hayes

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St John Fisher
Catholic High School

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Drugs

All drugs have the potential to harm; but some drugs are more harmful than others. For a small number of people, drugs lead to serious and far reaching consequences not only for themselves, but their families, their communities and society in general. For children and young people in particular, drugs can impact on their education, their relationships with family and friends and prevent them from reaching their full potential. All children and young people need to be able to make safe, healthy and responsible decisions about drugs, both legal and illegal.

This policy is linked to our Discipline policy, health and safety policy, Child protection policy, PSHE and citizenship policy. In 2004 the DfES updated its guidance to schools about drugs. This policy reflects that guidance, as well as the content of the QCA schemes of work. It also accords with advice in the Healthy Schools Programme, guidance from the LEA, and guidance from the local Drug Action team. This policy concerns all illegal drugs (those controlled by the Misuse of Drugs Act, 1971); all legal drugs, including alcohol and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled); all medicines, whether over-the-counter or on prescription.

Aims

Safeguard the health and safety of students and staff in our school;

- clarify the school's approach to drugs, for staff, students, governors, parents or carers, and to clarify the legal requirements and responsibilities;
- give guidance to staff on the school's drugs education programme;
- enable staff to manage drug-related incidents appropriately

Objectives

Drugs education should enable students to develop their knowledge, attitudes and understanding about drugs, and to appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. It should:

- build on knowledge and understanding;
- provide accurate information, and clear up misunderstandings;
- explore attitudes and values, and examine the risks and consequences of actions relating to drugs;
- develop students' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
- ensure all children are taught about drugs in a consistent manner

Responsibilities

The Headteacher and/or Deputy Head, Pastoral and Subject Leader of Religious Studies will: ensure that staff and parents are informed about this drugs policy;

- ensure that the policy is implemented effectively;
- manage any drug-related incidents;
- ensure that staff are given sufficient training, so that they can teach effectively about drugs, and handle any difficult issues with sensitivity;
- liaise with external agencies regarding the school drugs education programme;
- monitor the policy on a day-to-day basis, and report to the Governing Body, when requested, on the effectiveness of the policy.

The Governing Body will:

- support the Headteacher in following these guidelines;
- inform and consult with parents about the drugs education policy;
- liaise with the LEA and health organisations, so that the school's policy is in line with the best advice available; support the Headteacher in any case conferences, or in appeals against exclusions.

Drug Education

This will be delivered both in the PSHE programme and KS3 Science lessons. The sessions will include information about all illegal drugs (those controlled by the Misuse of Drugs Act, 1971); all legal drugs, including alcohol and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled); all medicines, whether over-the-counter or on prescription. The PSHE programme includes sessions in all year groups increasing in complexity with the age of the students. The sessions will also provide opportunities for students to explore strategies for dealing with situations which could lead to drug use/misuse and the need not to be secretive about drug use/abuse in friendship groups. They will also be informed of how and where to seek help and guidance. Parents will be provided with an information resource about drugs when their children start in Year 7. In Science all students are given differentiated lessons where they are taught about the effects of alcohol, smoking and drugs on their health. Our links with Health Advisors also enables us to use them to deliver sessions in the PSHE programme

Drugs at School

Parents should complete a **request to administer medicine form, available from the school**, if there is a need for prescribed medication to be administered during the school day.

Where children have medical needs, parents must give us details of the child's condition and medication. Parents will bring the medication to school in a secure, labelled container. Records will be kept of all medication received and given. Emergency medication may be stored securely in the Admin office (for anaphylaxis or asthma); other drugs will be stored securely in the locked cabinet in the Admin office.

Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access or use by pupils. Teachers are cautious with solvent-based substances, with aerosols, with glues and with board-cleaning fluids.

Legal drugs are legitimately in school only when authorised by the Headteacher. Members of staff who smoke must keep their tobacco and matches or lighters secure. Smoking is not permitted anywhere in the school buildings or grounds. (See Smoking Policy.)

Alcohol to be consumed at community, religious, staff or parents' events will be stored securely beforehand. To sell alcohol we must be licensed under the Licensing (Occasional Permissions) Act, 1983. Occasionally, members of staff and/or guests may consume limited amounts of alcoholic drinks on school premises, with the prior knowledge and/or approval of the Headteacher.

Drug Education

As a school we are aware that Section 62 of the Crime and Disorder act 1998 now means that if there is evidence of a crime such as a student found with a drug, they must be arrested. The police are no longer able to give advice or informal warnings. This will mean that the student will be introduced to the criminal justice system. However the school has **no legal obligation** to involve the police and can deal with the matter internally by confiscating the drug and working in partnership with the parents and external support agencies. Each situation will be dealt with individually and appropriate action taken after consultation according to our Behaviour for Learning policy.

Should a student be found to be under the effects of drugs the first priority is their safety. Dependant on the degree of intoxication either parents will be contacted to take their child home or in serious cases the emergency services would be contacted and then parents informed.

Students suspected of being intoxicated from inhaling a volatile substance will be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.

Any drug suspected of being illegal will be confiscated and stored securely, awaiting disposal; these precautions must be witnessed and recorded. Staff should not taste unknown or confiscated substances.

Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.

A student who supplies any drugs or other solvents (whether legal or illegal, and regardless of the seriousness of the use) on the school premises or to students in the vicinity of the school will normally be excluded for a first offence and the matter reported to the police.

'Supply' includes supplying for money or free-of-charge.

In the case of the supply of a drug which is legal (including over-the-counter drugs) the Headteacher will assess the seriousness of the incident before deciding whether to exclude permanently or for a fixed period. Smoking is dealt with as part of the Smokefree Policy.

Before making a decision on exclusion the Headteacher will ensure that a satisfactory investigation has been carried out, normally through the Deputy Headteacher.

A student who has any illegal drug in his/her possession will normally be excluded for a fixed period for a first offence, to be determined by the Headteacher after considering all the circumstances of the case and the police will be informed. The Headteacher will also determine whether counselling needs to be provided and/or other action needs to be taken during or after the exclusion.

For a second offence the Headteacher will determine whether a further fixed term exclusion is appropriate, or whether it is appropriate to exclude permanently. In coming to a decision the Headteacher will take into account any medical/police/social service reports that may be available and consider whether further counselling is appropriate.

Where the Headteacher is contemplating exclusion for a drug-related offence he will consult the school's PCSO and take any other advice s/he deems appropriate.

The Role of Parents

The school is well aware that the primary role in children's drugs education lies with parents. We wish to build a positive and supporting relationship with the parents of our students, through mutual understanding, trust and cooperation. To promote this objective we will:

- inform parents about the school drugs policy;
- answer any questions parents may have about the drugs education their child receives in school;
- take seriously any issues which parents raise with teachers or governors about this policy, or about arrangements for drugs education or dealing with drug incidents within the school.

When an incident concerning unauthorised drugs has occurred in school, and a student is involved, we will inform the parents, and explain how we intend to respond to the incident.

Incidents involving Substance Use and Misuse - Guidance for Staff

If unsure, seek help and / or support from a senior member of staff

On finding a suspicious substance or someone in possession of suspected drugs, alcohol or volatile substances; Take possession with a witness (preferably another member of staff) record the details and seal the sample into an envelope or plastic bag. The seal should then be signed, dated and timed by the finder and then countersigned by the witness. No attempt should be made to identify the substance in any way e.g. smelling or tasting.

Suspicious substances should be stored securely and passed on to a line manager with background details **as soon as possible**. Responsible adults do have the right to dispose of suspicious substances safely and record the event. However it is advisable to inform the Police in order to have it removed and correctly identified in case of further criminal proceedings and to avoid allegations against members of staff.

The school follows DFE guidance on screening and searching students. School staff can search pupils with their consent for any item. If it is suspected that students have a prohibited item, or an item banned by the school rules, then staff authorised by the Head Teacher may search the student and their possessions without consent. Such searches must always be conducted in the presence of a witness. Prohibited items include knives or weapons; alcohol; illegal drugs; stolen items; cigarette papers, cigarettes and tobacco; fireworks; pornographic images; any article a member of staff believes may be used to commit an offence; any item that could cause personal injury or damage to property.

Discarded needles and injecting paraphernalia **must not** be picked up by hand. Using an implement such as a ruler they should be knocked into a rigid container and then the site team should be informed to arrange for their removal.

Through the usual school procedures medical advice should be sought if it is obvious that the person is in need of urgent attention e.g., fits, accident or unconsciousness. If there are no signs of immediate need then the school may decide to seek medical advice or to contact the person charged with parental control of the pupil (foster carers, LAC parents / carers) to make that decision.

The pupil must be kept under observation until they are handed over to the parent / carer. If their condition changes, the situation must be reassessed.

Advice and support can be sought from the LA.

Drugs Policy – Student Version

1. All drugs have the potential to harm; but some drugs are more harmful than others.
2. For children and young people in particular, drugs can affect their education, their relationships with family and friends and prevent them from reaching their full potential.
3. All children and young people need to be able to make safe, healthy and responsible decisions about drugs, both legal and illegal.
4. Drugs education should enable students to develop their knowledge, attitudes and understanding about drugs, and to learn the benefits of a healthy lifestyle, relating this to their own and others' actions.
5. If a student is found to be under the influence of alcohol or other drugs, then appropriate first aid treatment will be given.
6. A student who has illegal drugs in his/her possession will normally be excluded for a fixed period of time for a first offence.
7. If a student repeats the offence then they may be permanently excluded, after the Headteacher has consulted with other people.

Healthy Eating

In the current national climate, with an increasing obesity epidemic among children and the impact of this on children's wellbeing and health, as a school we have a responsibility to educate and provide the opportunities for students to make the correct choices for healthy eating.

Aim

To ensure that all aspects of food and nutrition in school promote health and wellbeing of students, staff and visitors to our school.

Objectives

To review the formal curriculum to ensure information relating to food and nutrition in Food Technology and Science is consistent and up-to-date.

To work with the school caterer to monitor the provision of Breakfast Service, break and healthy lunches and limit the choice of unhealthy food.

To establish a food week in school to promote healthy eating and drinking messages.

To pilot a school healthier cookery club.

To ensure that all staff with responsibility for food have basic food hygiene training.

How are we going to meet our Objectives

Formal curriculum: Set up cross-curricular working group to audit food based topics at each key stage.

Meet with caterer and discuss program of implementation of changes to meals to increase healthy choices and to remove sugar content drinks.

Establish an extra-curricular food club.

CPD – ensure that all teachers delivering food technology have a food hygiene certificate.

Inform parents of dining room choices and information about a healthy lunchbox through school newsletter.

Monitoring and Evaluation

Formal Curriculum – SLT to receive summary of audit.

School Caterer - To report on the number of students making the healthy choices and a student and staff survey of change to lunchtime menu.

CPD – evidence of completion and dissemination in **ASCAN**. ???

Student survey during PHSE programme.

Physical Activity

Ethos and Environment

St John Fisher Catholic High School strives to maximize opportunities for children, young people and all associated with the school to be physically active by promoting all avenues for activity. This includes the curriculum, environment and wider community.

Physical Activity Policy Co-ordinator

The school physical activity policy and strategy co-ordinator is Subject Leader for Physical Education.

Physical Activity, Aims and Objectives

Aim: To ensure that all aspects of physical activity in school are promoted for the health and wellbeing of pupils, staff and visitors.

Our specific objectives are as follows:

- To enable pupils and staff to understand the importance of physical activity through the provision of information and development of appropriate skills and attitudes
- To provide and promote opportunities for staff and pupils to be physically active throughout and beyond the school day
- To increase physical activity levels of pupils in line with national targets

Equal Opportunities

All physical activity opportunities offered at St John Fisher Catholic High School are designed to be inclusive and cater for different ability levels.

Resource Provision

St John Fisher Catholic High School has a fully equipped four badminton court size sports hall and a specialist studio to support the teaching of dance. For the teaching of games, there is a full sized astroturf, four tennis courts and extensive playing fields. An annual audit of all physical education equipment is conducted by the subject leader for PE in order to prioritise any necessary expenditure for the year. Resources for games, athletics and outdoor activities can be found in the outdoor storage sheds and resources for indoor activities are located in the store room adjacent to the sports hall.

Curriculum Provision

Organisation

The PE programme is taught by three specialist PE teachers. The department is working towards the provision of 2 hours of physical activity per week for all students in years 7 to 11.

Each child currently receives the following **ACTIVE PE** time per 2 week timetable:

Key Stage 3: 75 minutes x 3 lessons.

Key Stage 4: 75 minutes x 2.

Planning:

The PE department's schemes of work are based on the progressive learning objectives outlined in the QCA schemes of work. In both key stages we teach gymnastics, dance, games and athletics with the addition of outdoor adventure activities in key stage 3.

The department's schemes of work offer comprehensive lesson plans for both Key Stages and for all activity areas.

Assessment:

Assessment, recording and reporting of physical activity /PE lessons will take place in accordance with the whole school assessment and reporting programme. The quality of teaching will be monitored and evaluated in accordance with the school's policy on lesson observations.

Extra Curricular Provision

Lunchtimes

We currently offer a broad range of activities to students at lunchtimes and after school. We also run an inter-form activity programme involving all year groups throughout the school year.

After school clubs

We aim to encourage all pupils to take part in a range of clubs and involve them in deciding the clubs we put on offer. Registers of clubs are kept to identify those who do not take part in (extra) regular exercise. Clubs are put on offer each year to prepare children for competitions. A range of other informal clubs are also offered; these include table-tennis, Jujitsu and indoor rowing.

Competition

Pupils take part in a range of intra-school and inter-school competitions.

Active Travel

Please refer to the School Travel Plan for details of how we promote travel to school.

Community Partners/Links

We have established links with a number of local clubs including Peterborough Rowing Club, The King's School of Martial Arts and Peterborough Athletics Club. In previous academic years the school has hosted a 'Sports Fair' where over 20 local sports clubs showcased their sports in a bid to attract local children and parents.

Staff Activity

Our staff aspire to be positive role models for our students. There are weekly opportunities for staff to participate in 5 a side football as well as Boxercise sessions led by an external coach.

Health and Safety

Please refer to the school's health and safety policy and risk assessment file. Use of any external personnel including sports coaches and volunteers will be in line with the school's policy on CRB/staffing checks.

Monitoring and Evaluation

The physical activity policy co-ordinator will have lead responsibility for the monitoring of physical activity in the school. A range of measures will be used to evaluate impact of the policy in line with the above mentioned objectives including participation data collected as part of the PE School Sport and Club links requirement.

Smoking

Aim

The mission of St John Fisher Catholic High School is to develop each member of the school community so that everyone involved can reach their full potential in the light of the teaching of Christ and the values portrayed in the Gospels.

Rationale

- Smoking is the single most preventable cause of premature death and ill-health in our society.
- Passive Smoking – breathing other people’s tobacco smoke – is also potentially fatal. It has been shown to cause lung cancer, as well as many other illnesses, in non-smokers.
- Smoking is a health and safety issue for everyone who uses the school.
- Everyone has the right to breathe clean air, and non smokers are in the majority.
- School has a major role to play in working towards non-smoking being seen as the norm in society.
- Children need to receive consistent messages and require non-smoking role models within the schools.

St John Fisher Catholic High School is a totally smoke-free school. We follow the “No Smoking in the Workplace” ban and display mandatory No Smoking signs throughout the School.

Aims & Objectives

The primary aim of the policy is to safeguard the health and well being of the students, staff and visitors of St John Fisher Catholic High School. The objectives are:

- To protect non smokers from the adverse health effect of environmental tobacco smoke in the workplace.
- To demonstrate the school’s commitment to promoting the health of students and staff.
- To provide information and support for those who wish to stop smoking.

Students and Staff

- Staff are not allowed to smoke in the presence/sight of students or parents. This includes trips outside of school hours.
- Staff are not allowed to smoke on school premises.
- All new and prospective employees will be advised of the restrictions and rules regarding smoking at work through advertising material, the interview process and induction.
- Smoking among students during school hours is not permitted.
- Smoking among students on school outings or trips is not permitted.

Visitors

The smoking policy applies to all visitors to the school – for example, parents, suppliers, supply or temporary staff, and repair people. The following arrangements have been made for informing visitors of the policy’s existence:

- Clearly worded signs will be sited to announce the policy.
- Staff members will inform visitors of the policy when necessary.
- A notice in the school prospectus will make parents aware that St John Fisher is a non smoking establishment.
- The school website will provide access to the school’s smoking policy.

Implementing and Monitoring

This policy will be reviewed annually by the Senior Leadership Team to ensure that it continues to meet the general principles. The policy will be published on the school website and in the induction package for new staff. Signs informing all staff, visitors, students, parents and others using the school site of the no smoking policy will be clearly displayed around the school and replaced as and when necessary.

Approved by the Governing Body: 25 November 2015

Review Date: November 2017

Staff Member Responsible: Business Manager