



# Morley Senior High School

## School Drug Education Plan

<b>Ratified by:</b>	<b>Date</b>
School Executive	1 October 2021
Review Date	9 November 2021

Version 1

This document outlines Morley Senior High School's Drug Education Plan and includes Incident and Intervention Support and Drug Education Guidelines for Parents.

This document meets the requirements of the STUDENT BEHAVIOUR IN PUBLIC SCHOOLS POLICY.

This PDF contains the following documents: Student Behaviour in Public Schools Policy v2.2 Effective: 4 January 2016 Last Updated: 3 October 2018 STUDENT BEHAVIOUR IN PUBLIC SCHOOLS PROCEDURES: Student Behaviour in Public Schools Procedures v2.5 Effective: 26 April 2016 Last Updated: 3 October 2018. This document is based on the School Drug Education and Road Aware (SDERA) best practice document "Getting it Together: a Whole School Approach to Drug Education.

## VISION

Morley SHS is committed to embracing diversity, catering for the needs of all students and to celebrating the achievement of personal best.

## VALUES

The key values that underpin our vision are:

**COLLABORATION - COMMITMENT**

**COURAGE - CURIOSITY - CARE**

### Our School Commitment

SDERA are consistent with the *Principles for School Drug Education*. The guidelines promote a whole-school approach to drug education where school staff, students, parents and the wider-school community unite together with the aim of preventing and reducing potential and existing risks of harm from drug use, to establish and maintain a safe school environment.

### Ethos and Environment

- All students have the opportunity to participate in drug education programs and initiatives.
- School administration support staff attend professional development to broaden their understanding and enhance their confidence in working well with drug use issues.

### Parents and Community

- Drug education information and strategies for parents and families are provided on a regular basis through a variety of methods such as social media and Connect.
- To new families of the Morley SHS Community, our *School Drug Education Guidelines* will be available on our web site

### Rationale

Drug use is a complex issue and it is recognised that drug use problems result from a combination of many contributing factors. The influence and effects of drug use on the individual, family and community is evident in our society. The school's response therefore is as comprehensive as possible. In addition, a whole school approach to drug education will be maintained at this school and it is anticipated that the school community will be aware and supportive of the school's policy.

This policy has been developed in consultation with Department of Education, Road Safety and Drug Education Branch, Statewide Services, school staff, parents and students and has been endorsed by the School Decision Making Group in accordance with the school aims.

This school's Drug Plan will contribute to the development of a positive, healthy and caring school environment in which students can achieve their full potential and develop interpersonal skills that will help them face challenges both in and out of school now and in the future.

## Curriculum

	Year 7	Year 8	Year 9	Year 10
<b>Scope and Sequence</b>	Dimensions of Health (Health Triangle) Relationships Values Safety Resilience Drugs and alcohol Healthy Lifestyles Protective behaviours Cyber Safety Puberty	Communication Self esteem Values Healthy Lifestyles Puberty Resilience Drugs Fitness Nutrition Smoking Decision Making	Drugs Healthy Lifestyles Mental Health Relationships Safety Cyber Safety Lifestyle Diseases Goal Setting Stress Relief Techniques First Aid	SHQ- Growing and Developing Health Relationships GDHR course Keys For Life - Driver Education Course *Resilience, mental health, and decision making is embedded into all year groups

## Purpose

This drug plan has been established to communicate specific procedures and information to ensure that all staff members know and understand the response to student drug use, and the school's drug education/curriculum outline. Staff members are responsible for actively participating in, and complying with, this outline. Procedures and information cover the following:

- A. staff roles and responsibilities
- B. incident management process, including specific school responses to incidents
- C. intervention support
- D. referral processes to external agencies
- E. documentation requirements
- F. drug education guidelines for parents for parent handbook and publication on the school web site.

Our drug education plan is reviewed biannually or on a needs basis between scheduled review and is accessible to all staff in the Policies folder. References will be linked in the staff handbook.

## Incident Management

Incident Management is the structured response to drug use incidents occurring within the school and should be actioned along with appropriate Intervention Support.

There are many factors involved in student drug use and any member of the staff team may be required to manage and support incidents and issues at any given time. These may involve:

- suspicion of student drug use
- student possession, use and/or distribution of legal or illicit drugs
- disclosure of student drug use and/or issues relating to drug use
- student attendance at school while drug affected.

To work effectively with drug use incidents and issues, a school's response should be coordinated, authoritative, consistent, fair and reasonable in order to achieve improved health and educational outcomes for all concerned. This occurs best where a range of supporting structures exist and are known to the whole school community. Operating from a clear set of procedures allows staff, students and parents to feel supported.

The following is the process for the structured response to drug use incidents at the school.

The following Incident Management and Intervention Support flow charts illustrate the steps which will be taken in the event of a drug use incident or issue. Should you wish to contact school personnel in this regard, contact details are provided.



# CRITICAL INCIDENT MANAGEMENT – MSHS

## SITUATION

### **CLASS TEACHER**

Staff member has formed a belief that the student/s has an altered pattern of behaviour related to possible drug use.



## IMMEDIATE

### **CLASS TEACHER**

1. Keep calm
2. Seek staff support if required
3. Isolate/remove student from group.
4. Ensure safety of other students.
5. Contact Student Services team or School Administration.

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

1. Conduct Interview to inform student of concerns.
  - Ensure safety of student.
  - Get Facts
  - Attend to others
2. If School Administration not informed previously now make contact.
  - Liaise and correspond with School Administration and document details



## INITIAL FOLLOW-UP ACTION

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

1. School Administration receives drug-related evidence – witnessed and documented.
2. Inform student/s of process.
3. Contact and involve parents.
4. Establish facts
5. Determine further actions. Following MSHS behaviour management policy for either legal or illicit drug use.
6. Consider need to send home or emergency services.
7. Inform relevant staff if necessary.
8. Document details and actions.
9. Provide staff with debriefing session.

## SUBSTANCE IS A LEGAL DRUG

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

1. Substance is a legal drug being used on school premises where use is prohibited.
2. Check parent/guardian permission. (Panadol, OTC, Ventolin etc)
3. Substance is a legal drug being used by students who are under- age.
4. Substance is a legal drug being used outside the parameters of the intended purpose. (eg use of volatile substance or sale/inappropriate use of prescription medication).

## LEGAL DRUG – FOLLOW-UP ACTIONS

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

1. Consult with parents
2. Determine Actions
3. Provide Intervention support- refer to Intervention support plan.
4. Document, monitor and evaluate.
5. Provide staff with debriefing session.

## SUBSTANCE IS POSSIBLY AN ILLICIT DRUG

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

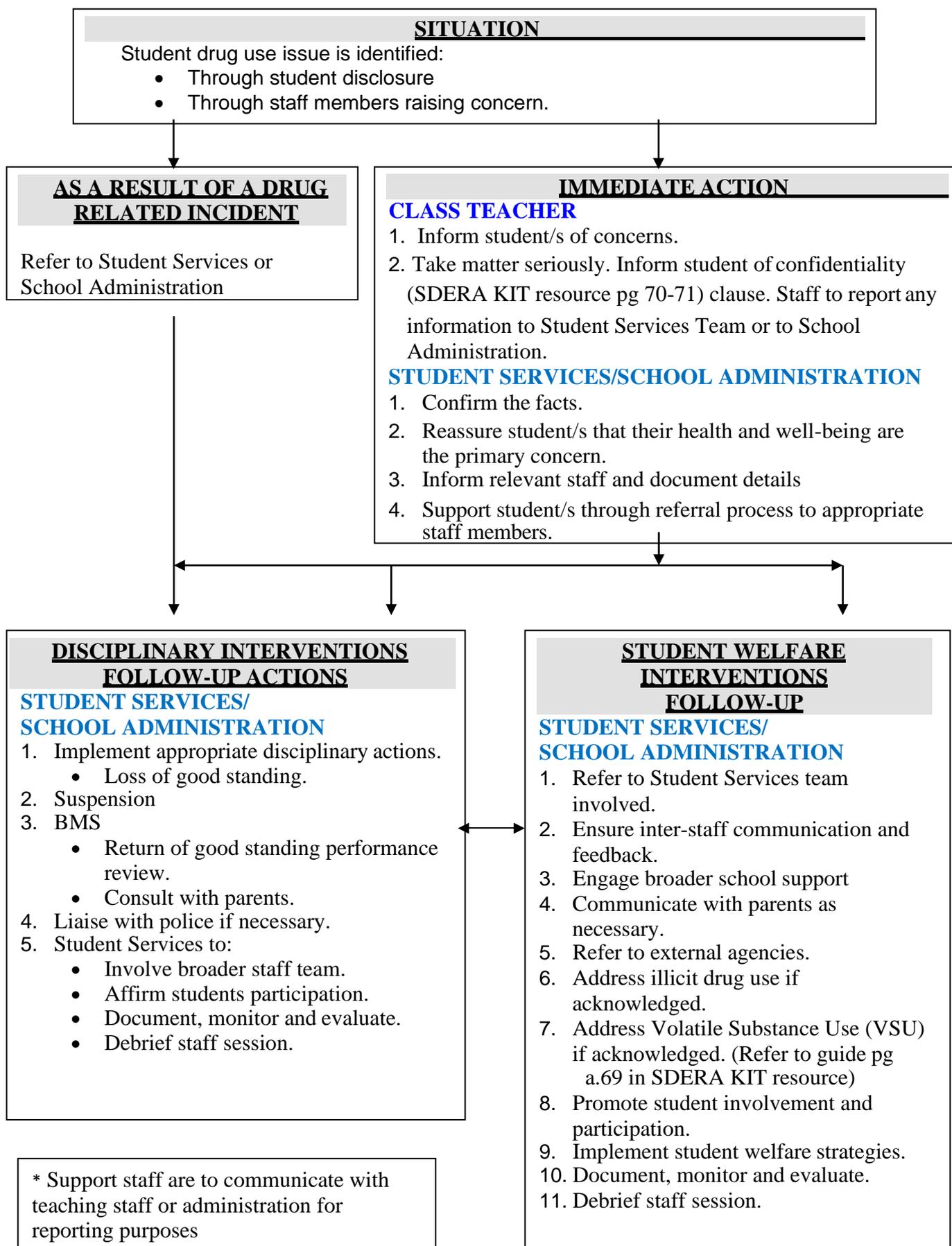
1. Substance is an illicit drug
2. Substance is suspected of being an illicit drug
3. Substance is being represented as an illicit drug.

## ILLICIT DRUG – FOLLOW-UP

### **STUDENT SERVICES/SCHOOL ADMINISTRATION**

1. Report to Principal
2. Police are notified.
3. Clarify action to be taken.
4. Police conduct inquiries.
5. Illicit activity suspected.
6. Student searches required
  - Witnessed with two adults present.
7. Nature of the substance uncertain.
8. Provide intervention support refer to intervention support plan. Document, monitor and evaluate.
10. Provide staff with debriefing session.

## SECONDARY DISCLOSURE /INTERVENTION SUPPORT PLAN - MSHS



## **Boundaries and Consequences**

Whilst following the process of incident management and intervention support it is well understood that students need clear boundaries and defined consequences. The school has agreed to the following immediate actions and responses to drug incidents and will outline these clearly in the Drug Education Guidelines for parents. They are as follows:

**The following will apply as part of the incident and intervention support processes to students of Morley Senior High School while on school grounds, or at any school function, excursion or camp that choose to:**

**smoke and/or possess\* tobacco products or smoking implements (VAPES etc):**

- Students are NOT permitted to bring smoking implements, including vapes in any form onto the property nor are they allowed to inhale smoke in any form whilst they are in the care of the school.
- If students are found with empty vaping devices/vape canisters it will be assumed that vaping has taken place on the school grounds.
- Please note that students caught with other students smoking are considered to be smoking also.

### 1. First offence

- Phone call to parents advising them of the offence,
- intervention session with appropriate agency. If implement is a Vaping device, it is recommended external agency intervention with the Community Health Nurse

### 2. Second offence:

- Phone call to parents with a meeting arranged
- Intervention as above
- 1-day suspension
- Loss of Good Standing

### 3. Third and subsequent offences:

- Phone call to parents with a meeting arranged
- 3-day suspension
- On re-entry and student behaviour modification plan- this will include referral to external agency

## ● **consume, possess\* or be affected by alcohol:**

- Students are NOT permitted to bring alcohol in any form onto the property nor are they allowed to consume alcohol in any form whilst they are in the care of the school.
- Students are also NOT permitted to attend school under the influence of alcohol.
- If students are found with empty alcohol bottles/containers it will be assumed that the alcohol has been consumed at school.
- Please note that students caught with other students are considered to be consuming alcohol also.

### 1. First offence

- Phone call to parents advising them of the offence,
- intervention session with the Community Health Nurse

2. Second offence:

- Phone call to parents with a meeting arranged
- Intervention as above
- 1-day suspension
- Loss of Good Standing

3. Third and subsequent offences:

- Phone call to parents with a meeting arranged
- 3-day suspension
- On re-entry and student behaviour modification plan- this will include referral to external agency

- **Possess\* and/or use illicit drugs**

- Any student found in possession of illegal drugs or a drug smoking implement with traces of drugs (i.e. shows signs of having being used) will be referred to the police. The student will face a minimum of 5 days suspension.

- **Possess\* unused drug-related equipment, with the exception of for intended legitimate medicinal use:**

- Any student found with an unused drug smoking implement will face a minimum of 5 days' suspension.

- **Possess\* and/or use pharmaceutical drugs (over the counter or prescription) for non-medicinal purposes:**

- Phone call to parents advising them of the offence,
- intervention session with the Community Health Nurse

- **Possess\* and/or use volatile substances**

**\* Possession of drugs/alcohol:**

Possession of drugs refers to drugs/alcohol being located in personal belongings or in the control of the person carrying bags, toilet bags, bedding, drawer/closets, rooms etc. Unless proven to be a shared commune room/ bag, item ect, a single person cannot be identified as being the one in possession.

# Morley Senior High School

**In the event of a drug use incident or where a student requires intervention for a drug use issue, the steps outlined in our flow charts for Incident Management and Intervention Support will be followed. In summary:**

- the parent/s will be notified by appropriate personnel
- the Principal will consider notifying police if illicit drug use is suspected
- both students and parents will be offered support through appropriate interventions
- the incident or issue will be documented, and other relevant agencies involved
- respect will be given to privacy and confidentiality by and for all parties
- the health and well-being of all parties involved will be given priority.

**Morley SHS does not permit students while on school premises, at any school function, excursion or camp to:**

- smoke and/or possess tobacco products
- consume, possess or be affected by alcohol
- possess and/or use pharmaceutical drugs for non-medicinal purposes
- possess and/or use volatile substances
- possess and/or use illicit drugs
- possess and/or use drug-related equipment, with the exception of intended legitimate medicinal use.

All school staff should confirm the procedures regarding the administration of medications.

School contacts	Useful contacts and information
<b>Principal</b> Sue Gilchrist Contact number: 0421 024 260 65517	<b>School Drug Education and Road Aware (SDERA)</b> (08) 9264 4743 <a href="http://www.sdera.wa.edu.au">www.sdera.wa.edu.au</a>
<b>School Health Nurse</b> Ray Oliver Contact number: 0417 177 859 65536	<b>Alcohol and Drug Information Service</b> (08) 9442 5000 or 1800 198 024
<b>Student Services Manager</b> Andrew Neho Contact number: 0424 074 941 65530	<b>Parent Drug Information Service</b> (08) 9442 5050 or 1800 653 203
<b>School Psychologist</b> Rachel Hudman Contact number: 9376 5555 65537	<b>Drug Alcohol Youth Service</b> (08) 9222 6300

## **APPENDIX 1- Volatile Substances**

While it may seem appropriate to provide information or education about volatile substance use (VSU) to everyone, it is important to consider the audience when deciding what information, if any, should be provided.

Information or education about VSU needs to be targeted and considered, to avoid raising the awareness of young people to a practice that they may not have previously been aware of. This is to reduce the risk of increasing interest and subsequent experimentation in VSU.

Even where there is an issue, the information provided to parents, families and communities needs to be provided in a discrete manner to avoid creating shame and stigma for the user, their family and the community. For this reason, school and community-wide education campaigns are not recommended. As part of chemical management on our programs we teach VSU as an occupational health and safety issue.

For more information go to <https://vsu.mhc.wa.gov.au/strategies/informationeducation/>

As a government agency we follow the Mental Health Commissions policy of reporting for more information go to <https://vsu.mhc.wa.gov.au/vsu-in-wa/incident-reporting-and-response/>.

The reporting documents are filed with the Student Services Manager.

## APPENDIX 2- Guidelines for Engaging Guest Presenters

The following guidelines offer useful information to consider when engaging guest presenters to complement the School's drug education initiatives.

Working a best practice approach would include using this kind of initiative as a 'value adding' tool and to promote awareness through the school community of drug education resources and support services.

- Be aware that research indicates that an isolated 'one off' presentation to students has little positive impact on student health or drug using behaviour. For this reason, presentations outside the context of a planned program or where guest presenters provide a session in response to a drug use incident at School are not recommended.
- Understand that it is difficult to cover information, attitudes and values and provide opportunities for skill development in a single session being delivered by a guest presenter.
- Be cautious about using a guest presenter who intends to present their own drug-related testimonials that are not linked to positive learning outcomes as outlined in the school's drug education program. **Please refer to Ed-e-Mail No 57/19 sent on 22 October 2019.**

The following Checklist for engaging guest presenters and the Request form for guest presenters can assist schools in meeting with best practice when seeking to engage guest presenters.

## APPENDIX 3- Checklist for Engaging Guest Presenters

Have the following questions been considered?

- What is the purpose of the presentation?
- What will have occurred in the drug education program prior to the session?
- Have the learning outcomes of the proposed session been clearly outlined?
- Because the teacher is responsible/accountable for the teaching/learning of the students, can the use of a presenter be justified?
- Will the presenter enhance rather than replace the role of the class teacher?
- What is the presenter's prior experience with presenting sessions to school aged children?
- Will the presenter be briefed on the drug education program into which this presentation fits?
- Does the school have *School Drug Education Guidelines*? (A copy should be made available to the agency/presenter before the session.)
- How will parents be informed of the presentation?
- Is there an information session available for parents?
- Will the presentation be part of an ongoing drug education program?
- Are the materials and information appropriate to the developmental level of the student?
- Do the resources need to be previewed by school staff before being used with students?
- Do the resources reflect the *Principles for School Drug Education*?
- Do the resources reflect the philosophy of the school?
- What follow up will be done with the students and by whom?
- Will school staff be available to be present during the session?

## Request form for Guest Presenters

### Presenter Details:

Name \_\_\_\_\_

Name of Organisation \_\_\_\_\_

Best contact \_\_\_\_\_

Website address \_\_\_\_\_

WWC \_\_\_\_\_ ( Office use only WWC checked as valid  )

Cost \_\_\_\_\_

Biography

### Presenter Brief:

Name of school: \_\_\_\_\_

Presentation requested by (staff member): \_\_\_\_\_

Contact details of staff member: \_\_\_\_\_

### Purpose of presentation:

- Presentation to staff – agency service provision information
- Presentation to students – whole school individual class (please circle)
- Presentation to broader school community – parent information evening
- Other – please outline

Date, time and duration of presentation: \_\_\_\_\_

Location of presentation: \_\_\_\_\_

Age of students (if student presentation): \_\_\_\_\_

This presentation will add value to the following initiatives currently occurring as part of our drug education program (please list):

The key focus areas we are seeking from this presentation include:

The follow-up to this presentation will be:

**For student presentations**

We are seeking to consolidate the following topics which are being addressed with students in the curriculum:

Approved by Admin: Yes

No

Comments:

Dated \_\_\_\_\_ Signed \_\_\_\_\_