[School Name]

Whole-School Drug Education Plan

Version Date: [Date reviewed]

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| For guidance and support to develop this plan contact:  Road Safety and Drug Education Branch – Statewide Services  Department of Education 33 Giles Avenue Padbury, WA 6025  T: 94026415 E: [sdera.co@education.wa.du.au](mailto:sdera.co@education.wa.du.au) W: <https://www.sdera.wa.edu.au/> |

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# School Details

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| **School name:**  **(include name of co-located school if applicable)** |  |
| **Region:** |  |
| **School address:** |  |
| **Plan prepared by:** |  |
| **Date prepared:** |  |

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| --- | --- | --- | --- |
| **Date of Review** | **Reviewing Officer** | **Date Submitted to RSDE** | **Next scheduled Review** |
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# Contact Information

School Contacts:

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| --- | --- | --- | --- | --- | --- |
| **Role** | | **Name** | **Phone Numbers** | | |
| **Day time** | **Mobile** | **Out of Hours** |
| **Principal or Site Manager** | |  |  |  |  |
| **Deputy Principal** | **#1** |  |  |  |  |
| **#2** |  |  |  |  |
| **Manager of Student Services** | |  |  |  |  |
| **Year Leaders / Coordinators** | |  |  |  |  |
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| **School Nurse** | |  |  |  |  |
| **School Chaplain** | |  |  |  |  |
| **School Psychologist** | |  |  |  |  |

Useful External Contacts:

|  |  |  |
| --- | --- | --- |
| **Contact** | **Phone Number** | **Email / Website** |
| **Department of Education - Road Safety and Drug Education Branch** | **(08)9402 6415** | [sdera.co@education.wa.edu.au](mailto:sdera.co@education.wa.edu.au)  [www.sdera.wa.edu.au](http://www.sdera.wa.edu.au) |
| **Mental Health Commission – Alcohol & Drug Support Service** | **(08)9442 5000** | [alcoholdrugsupport@mhc.wa.gov.au](mailto:alcoholdrugsupport@mhc.wa.gov.au)  [www.alcoholdrugsupport.mhc.wa.gov.au](http://www.alcoholdrugsupport.mhc.wa.gov.au) |
| **Mental Health Commission – Parent & Family Support Line** | **(08)9442 5050** | [alcoholdrugsupport@mhc.wa.gov.au](mailto:alcoholdrugsupport@mhc.wa.gov.au)  [www.mhc.wa.gov.au/parentandfamilydrugsupportline](http://www.mhc.wa.gov.au/parentandfamilydrugsupportline) |
| **Local Community Alcohol & Drug Service** |  |  |
| **Local Police Station** |  |  |

# Document Scope

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| This whole-school drug education plan details <school name> alcohol and other drugs education curriculum planning and implementation program as well as the processes for incident management and intervention support.  This document meets the requirements of the Department of Education policies and procedures:  <Include here the list of policies that govern your school and its management of alcohol and drug related behaviours and incidents within your school>  e.g. <https://www.education.wa.edu.au/web/policies/-/staff-induction-policy>  In accordance with the Department’s *Student Behaviour in Public Schools Procedures v2.7* this document outlines a whole school plan to support positive student behaviour including provision of evidence-based drug and alcohol education as part of a best practice whole-school approach. |

# Key areas of the Health Promoting Schools Framework:

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| --- | --- |
| **Curriculum** | <Detailed outline of the schools AOD health curriculum content, including any programs and resources utilised by the school> |

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| **Parents and**  **Community** | <Detailed outline of the school’s parent communication strategy in relation to student health and wellbeing topics. Include relevant community stakeholders, external service providers and referral points> |

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| **Ethos and**  **Environment** | <Detailed outline of the school’s commitment to maintaining a best practice whole-school approach to alcohol and other drug education. Include all relevant governance, plans, guidelines and procedures that the school is implementing to ensure a sustainable and effective approach is achieved> |

# Incident Management:

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| **Situation**  Non-Critical Incident Only  For critical incident action the relevant sector or school’s Critical Incident Management Plan. | Student/s are thought to be:   * Drug affected * In possession of a legal drug * In possession of a suspected illicit drug   If volatile substance use (VSU) is suspected, action the relevant VSU process. | |
| **Immediate Actions** | Keep calm  Consider staff support  Inform student/s of concerns  Ensure safety of student/s  Get the facts | Inform relevant staff members  Document incident  Student interview  Consider impact of incident on others |
| **Initial follow-up actions**  Document incident and store / dispose of drug-related evidence as per relevant school policy  Contact and involve parent or caregiver  Respond to further information | **Legal Drug**  Substance is a legal drug being used on school premises where use is prohibited. | **Follow Up**   1. Investigate further 2. Provide intervention support 3. Document, monitor and evaluate |
| **Illicit Drug or Misused Pharmaceutical**   1. Substance is an illicit drug 2. Substance is suspect of being an illicit drug 3. Substance is being represented as an illicit drug 4. Substance is a legal drug being used outside the parameters of the intended purpose. | **Follow Up**   1. Consider police involvement 2. Provide intervention support 3. Document, monitor and evaluate |

# Intervention Support:

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| **Situation** | Student drug use issue identified:   * through disclosure by student or other * through a staff member raising concern * as the result of a drug-related incident | |
| **Immediate Actions** | **Reassure student/s that their health and wellbeing are the primary concern**   * If a student is referred to you for intervention support following a drug-use incident, ensure you have the relevant referral information prior to engaging with the student * Explain to student/s that the focus of the intervention is to promote their health and wellbeing * Acknowledge your designated role in providing support to the student * Consider cultural diversity and responsiveness * State the boundary of confidentiality * Gauge student willingness to engage with the intervention support process   **Raise and clarify the issue**   * Acknowledge the student’s disclosure or, if you are raising the issue, advise of your concerns * Clarify the situation * Communicate with empathy   **Support students through the referral process**   * Reassure the student by involving them in the intervention support process * If referral to another support/wellbeing staff member or external support is required, provide explanation and reassurance of what/who will be involved and an outline of the process which will follow * Report and document involvement and actions taken to meet the schools reporting and record keeping strategies | |
| **Disciplinary Interventions**  **Action the school behaviour management plan implementing the necessary disciplinary actions:**   * Ensure disciplinary actions support the students ongoing wellbeing * Activate support measures with the school and community to retain the student’s engagement with the school * Document involvement and action taken to ensure consistency * Monitor and evaluate effectiveness | | Student Welfare Interventions  Develop and implement an individual student intervention plan:   * Develop a student focused individualised intervention plan: include all relevant student details |

# Related Documents:

### Department of Education

* <https://www.education.wa.edu.au/web/policies/-/student-behaviour-in-public-schools-policy>
* <https://www.education.wa.edu.au/o/article/pdf/web/policies/-/student-behaviour-in-public-schools-procedures>
* <https://www.education.wa.edu.au/web/policies/-/work-health-safety-policy>
* <https://www.education.wa.edu.au/o/article/pdf/web/policies/-/work-health-and-safety-procedures>
* <https://www.education.wa.edu.au/web/policies/-/staff-induction-policy>
* <https://ikon.education.wa.edu.au/-/find-out-about-the-incident-management-manual>