

MACQUARIE FIELDS HIGH SCHOOL
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DRUG POLICY

This drug policy deals with the possession of drugs by students on school premises and/or in the care of the school. This policy reflects the Department of Education and Communities Drug Policies.

❖ Analgesics and Other Non-Prescription Drugs

Students are not to have these drugs in their possession at school. Students who need to take analgesics and other non-prescription drugs are required to carry a letter from their parents stating the dose to be taken. These analgesics and other non-prescription drugs are to be handed in to the school assistant on duty at the School Clinic and stored until required. This includes lozenges that contain alcohol. Paracetamol will be the only analgesic that will be administered by the school assistant on duty. Records will be kept of the administered drugs noting the student's name, date, time, reason and quantity and type of drug.

❖ Asthma Medication

Students should carry their asthma medication with them at all times. Additional inhalers will be kept in the School Clinic for emergency use. Students will be required to self-administer or receive assistance from a school assistant. Students with Asthma are required to have a Health Plan, signed off by their doctor, logged with the school. (Contact the Head Teacher Welfare for further details).

❖ Anaphylaxis

The school must be notified of any student with Anaphylaxis. Any student with anaphylaxis **must** have a health plan signed off by their doctor and logged with the school and are required to **carry** an Epipen/Anapen and have one at the school clinic. Please see separate advice issued by the school in this regard

❖ Prescribed Medicines

The parents of any student requiring the administration of prescribed medication **must make an appointment to speak with the School Administrative Manager** and sign a Deed of Indemnity. They must notify the school of any possible side effects associated with the medication. Students who need to take prescribed medicines are required to carry a letter from their parents stating the dose to be taken.

Prescribed drugs must be stored in the School Clinic. The school's office staff will attend to the administration of prescribed medicines in line with the policy of the Department of Education and Communities. A record of this administration is kept. This includes the use of insulin and all prescribed medicines.

❖ **Solvents and Propellants/Spray Deodorants**

All school staff are responsible for the correct storage of all substances that may be abused. The use of liquid paper is confined to non-solvent brands. Its use will be monitored by all staff. Students **must not** bring to school or use deodorants that are propellant based as these may cause severe allergic reaction in some students.

❖ **Syringes and Condoms**

Designated personnel using appropriate safety precautions will remove any syringes and condoms found on school property. They will be disposed of in a special contaminated waste disposal container located in the administration block. Students who find such objects should bring this to the attention of staff and make no effort to handle such items.

❖ **Alcohol**

The possession of and/or consumption of alcohol by students is prohibited whilst under the care of the school. This includes any student traveling to or from school, or traveling to or from (or during) school related activities such as dances and excursions. This applies regardless of whether a student has attained the legal drinking age of 18 years of age. Where a child is caught in the possession of and/or under the influence of alcohol, the parents will be notified immediately and asked to collect the child. The school's normal discipline procedures will then be applied and may include short or long suspension.

❖ **Tobacco**

All schools are designated as smoke free zones.

The possession and use of tobacco by students is prohibited whilst under the care of the school. This includes any student travelling to or from school, or travelling to or from (or during) school related activities such as dances and excursions. Parents will be notified where a student infringement of rules is detected. A student may be suspended from school for smoking where smoking amounts to persistent disobedience. Students caught smoking may also be required to undertake a school-based program to help them "quit" smoking.

❖ **Illegal Drugs**

The possession and use of illegal drugs by students is prohibited by law and will be dealt with swiftly when the student is under the care of the school. This includes any student traveling to or from school, or traveling to or from (or during) school related

activities such as dances and excursions. In certain circumstances, Senior Executive staff of the school can conduct a search of a student's bag or locker. Where illicit drug use or possession is suspected/or detected, the parents of the student will be notified, as will the police. Police have the power to interview a student in the presence of a member of the Senior Executive and where practicable with the student's parent(s). There may be times where the presence of a parent is a requirement of Police. The Police have the power to take a student with them to the Police station pending an interview between the student and the student's parent(s) or carer(s). The Police also have the power of search, including a full physical search. The Police will take into their possession any illicit substances carried by the student and be given the contact details for the student's parent or carer. The student will be automatically placed on a long suspension from school in line with Department of Education and Communities policy, for up to a maximum of four weeks. A student may be expelled from school in certain circumstances. At all times the school will work to resolve the problem of illegal drugs in terms of what is in the best interests of the student or students concerned and the rest of the student body as well as the staff and wider community of Macquarie Fields High School.

❖ **The School Clinic**

The School Clinic is a regularly monitored area in the administration block. Students seeking or requiring assistance in the clinic will be assessed by a designated school assistant and must, in the first instance report to the front office. Students seeking attention from the clinic staff should attend the front office with a permission note from their teacher or at an appointed time or be in the company of a teacher.

Appropriate procedures regarding treatment of students will be followed including the notification of relevant people (parents, doctor, ambulance etc).

The clinic cannot cater for sick students over a longer period of time. Where a student is ill, parents will be notified and asked to make arrangements to pick up their child. Please ensure that the school has an updated emergency contact number for your child.

❖ **Register of Medical Conditions**

An accurate and regularly updated register of the medical conditions of all school students is kept in the school clinic and on the schools database. Confidentiality is strictly maintained. Information from this register will be given to the organizers of overnight excursions where that excursion includes a student with a pre-existing medical condition.

❖ **Drug Education**

In Stage 4 (Years 7-8) students analyse health issues in their PDHPE classes including drug use and the consequences of drug abuse. They focus on the consequence of risk behaviours and examine harm minimization strategies including refusal skills. Both illegal and legal drugs are covered in Stage 4. The focus is on alcohol, tobacco and cannabis.



(FOR USE WHEN REGULAR MEDICATION IS REQUIRED)

DEED OF INDEMNITY

In consideration of the members of staff of Macquarie Fields High School administering medication to my son/daughter _____ as requested by me, I hereby indemnify and keep indemnified Her Majesty the Queen, Her Heirs and Successors, the Minister for School Education (NSW) and the Government of New South Wales and the Department of Education and Training and its officers, servants and agents against all actions, suits, claims, demands, proceedings, losses, damages, compensation, costs, charges and any expenses whatsoever in respect of any personal injury or of any infringement, disturbance or destruction of any rights of any person including myself and my son/daughter _____ arising directly or indirectly out of the aforementioned administration of medication.

Signed, sealed and delivered
by the said:

Parent/Guardian

In the presence of:

Adult witness

Date:

(You may wish to photocopy this form to keep your copy of this policy intact).