



# Bradford Schools Drug Prevention Initiative Charter Award

## Application form

When completed, page 1 of this form should be returned to Charter Award Secretary C/o Neighbourhood Support Bradford District, Trafalgar House Police Station, Nelson Street, Bradford, BD5 0DX.

The Charter Award Committee will appoint a person to act as “link” assessor who will be your school’s contact with the Award Committee. Please answer all questions as fully as is possible.

Page 2 should be retained until a Link Assessor is appointed and the process of evidence gathering can commence.

### School Details:

<b>Name of school -</b>	
<b>Street address</b>	
<b>Postcode</b>	
<b>Telephone number -</b>	
<b>Email address -</b>	
<b>Headteacher -</b>	
<b>Contact person (if different) -</b>	
<b>Number of pupils on roll -</b>	
<b>Number of Teaching staff -</b>	
<b>LEA/Grant-maintained/Independent -</b>	
<b>Date of Application:</b>	

**Please retain this section of the application until contacted.**

**Charter Link Assessor:**

(To be notified later)

**EVIDENCE REQUEST**

To enable the Charter Award Assessors to fully consider your application it is necessary for us to request comprehensive evidence within the following criteria. Please answer all questions as fully as possible using a separate sheet of paper for each of the following headings. All reference documents should be clearly identified by name and all appendices should be numbered. Please ensure that references to the criteria headings are clearly marked on all documents supplied.

**Assessment Criteria**

Please provide documentation to support your application - do not send originals.

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**A: Curriculum provision**

Please summarise the provision that exists throughout the year groups within your school relating to 'substance related health education'. Please include documents such as your scheme of work, medium and long-term planning etc. Please include how the input is delivered e.g.; form-tutor led, "specialist PSE staff" delivered, cross-curricular provision by class teachers, or other types of delivery.

Also please include the themes, content and the methodology of such provision at each year stage.

Is such provision presented to parents and others within the school prospectus?

(Wherever possible please attach copies of any documents relating to the content of your health education curriculum which might assist)

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**B: Audit & Evaluation of current provision**

Please provide details of any methods of curriculum review and audit procedures you utilise to ensure provision and progression. Who has responsibility for such procedures?

What provision exists for re-visiting issues within a spiral curriculum?

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**C: Resources**

Please provide a list of the resources utilised within substance related health education in your school. Please cross-reference them to the schemes of within which they are used. External agencies should be included as resources.

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**D: School Policies**

(a) Does your school have a policy dealing solely with the issue of drugs in your school? Y/N

(If YES, please attach any such policy documents to this application)

(b) Does such a policy deal with:

The Curriculum	Y/N
Expectations of pupil behaviour	Y/N
Discipline/sanctions	Y/N
Review procedures	Y/N
Health & Safety	Y/N
Pastoral Support	Y/N
Staff development	Y/N

(c) If your answer to (a) above is NO, how is the matter dealt with within other existent policies? (Please attach copies of any policy documents). If documents are not available, please summarise their content on an additional sheet.

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### **E: Policy development**

Please summarise the process that was followed in the creation of any policies relevant to this application. Please include details of :

Time-scales involved?

Consultation process?

Who was involved?

Support/advice received?

Review Process?

How is the review process informed?

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### **F: Support Agencies and Networks**

Please provide details of any systems or networks that have been created or developed which would be able to support any young people who might be identified as being at 'risk' from substance use.

What support is available to the families of such young people?

Which other agencies have you established contact with who may be able to offer advice or support to your staff, pupils and their families around issues concerning drugs.

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### **Thank you**

Thank you for spending the time to complete this questionnaire, we hope that you will understand that quite fine detail is required for us to adequately assess the hard work your school is doing to address substances and young people.

Please use other sheets where necessary to add any other information or initiatives your school would present to support this application.