



# LONG BAY COLLEGE

*Care, create, excel*

## ALCOHOL AND DRUG POLICY

February 2020

### GOAL:

Long Bay College is committed to the wellbeing of our staff and students by ensuring we take all reasonable steps to maintain the College as a drug and alcohol free environment.

### RATIONALE:

Drug and alcohol education is supported through compulsory Health Education at Year 9 and 10 where we encourage good decision-making practices and the teaching of assertiveness skills. Professional help, from counsellors and outside agencies, is available to students with alcohol and drug-related problems.

### PURPOSE:

1. To maintain the high quality of Health Education at Long Bay College.
2. To foster and encourage prosocial and interpersonal skills to give students the confidence to make responsible choices about alcohol and drug use.
3. To affirm students who choose to abstain from alcohol, drugs and smoking and to promote preventative publicity and programmes.
4. To ensure that students with alcohol and drug related problems of their own or in their families are supported in a caring and professional way.
5. To affirm and support the school rules on drinking, smoking, vaping and misuse of drugs when involved in school activities, by ensuring students understand them and the consequences of breaking them.
6. To provide staff and parent education about alcohol and drugs so they can be responsible role models and foster healthy attitudes in the school community.

### GUIDELINES:

1. Alcohol and drug education will be taught by teachers trained in these areas, as part of ongoing integrated health and wellbeing education across the school.
2. The programmes will be developmental and target personal and social competence with a focus on healthy living.
3. Any student who consumes, is affected by, or is in possession of alcohol or drugs at school or on any school activity, will be subject to the discipline process, and may choose to undergo drug testing as part of this process. A student under the influence of alcohol or drugs at school will remain with the College nurse/medical officer for health and safety reasons until further arrangements can be made with a parent/caregiver.
4. Staff will not consume alcohol or misuse drugs when they have responsibility for students.

5. When staff hear of or suspect possible drug use amongst students they should discuss it with senior leadership or the College nurse/medical officer as soon as possible.
6. Parents assisting staff on school-based trips will adhere to school policy as if they were staff.
7. Students who need to use prescribed or medicinal drugs on a regular basis at school will produce written information from a parent/guardian to appropriate school personnel. It is recommended that all prescribed or medicinal drugs be kept with the College nurse/medical officer.

Related Policies:

- Health and Safety Policy
- Child Protection Policy

This policy is intended to be consistent with the requirements of the Privacy Act, 1993.

| <b>New/Reviewed</b>                   | <b>Tabled</b> | <b>Adopted</b> | <b>Signed</b>                             |
|---------------------------------------|---------------|----------------|-------------------------------------------|
| New                                   |               | 7/9/99         |                                           |
| Reviewed                              | 7/8/01        | 4/9/01         |                                           |
| Reviewed                              |               | 2/3/04         | By John Brockliss, Board Chairperson      |
| Reviewed                              | 3/04          | 6/4/04         | By Andrew Stewart, Board Chairperson      |
| 10/4/06 and 19/6/06                   | 4/7/06        | 1/8/06         | By Andrew Stewart, Board Chairperson      |
| Under review 19/8/08                  | 7/10/08       | 4/11/08        | By Richard Griffin, Board Chairperson     |
| Under review 16/11/10<br>Amended 2/11 | 1/3/11        | 5/4/11         | By Rob Gosling, Board Chairperson         |
| Under review 21/5/13                  | 4/6/13        | 2/7/13         | By Robyn van der Sande, Board Chairperson |
| Under review 2/8/2016                 | 6/9/16        | 11/10/2016     | By Robyn van der Sande, Board Chairperson |
| Under review 3/12/19                  | 3/12/2019     | 4/2/2020       | By Kevin de Jong, Board Chairperson       |

## **APPENDIX**

### **LONG BAY COLLEGE : ALCOHOL AND DRUG POLICY**

#### ***SUGGESTED PROCEDURES***

All incidents relating to drug use must be recorded.

#### **Students involved with tobacco, inhalants, alcohol or other illegal drugs**

For all offences:

- parents will be notified
- may be required to attend an educational programme
- could face stand down/suspension and/or referral to Board of Trustees
- Police may be notified in case of illegal offence.

Principal and Board of Trustees will deal with other persons found using tobacco, inhalants, alcohol or illegal drugs on the school premises or at school functions where prior written approval (re alcohol) has not been given.

#### **Staff involved with tobacco, inhalants, alcohol or other illegal drugs**

This will be dealt with according to the relevant employment contract procedures.

#### **Procedures for Senior Staff for the confiscation of illicit substances – primarily illegal drugs.**

These procedures follow the discovery of a student in the possession of illegal drugs.

- 1 The substances are to be kept in a sealed package in the school safe until they are no longer required for any disciplinary actions.
- 2 Once disciplinary actions have been completed the Senior Manager is to hand over the substances to the Police – Community Constable. The Officer is to provide a written receipt.
- 3 A copy of the receipt is to be kept in the student's file and a copy to be held by the Senior Manager.