



# Drug Policy

## RATIONALE

Drug use is a fact of life in contemporary society. Many people consume drugs for medicinal or recreational purposes. St Albans Secondary College aims to create an environment where students are educated about drugs and drug issues through a harm minimisation approach, where unnecessary drug use is discouraged and where sanctioned drug use takes place in controlled circumstances. The school discourages all drug use which is detrimental to the health and well-being of students, or which is not sanctioned by parents or medical authorities.

## GUIDING PRINCIPLES

- To provide students with appropriate drug education prevention and intervention programs.
- To implement relevant and comprehensive drug education as an ongoing core component of the curriculum.
- To develop and review drug related school-based policies.
- To provide a supportive environment that involves parents and the wider community in drug related curriculum and welfare issues.
- To provide a whole-school harm minimisation approach to drug education within the College.
- To provide appropriate social and emotional support to parents and students when necessary.
- To inform parents of the school's drug policy.
- To provide a set of procedures for staff to deal with drug related issues, including crisis management.
- To form a network with community and government agencies involved in drug harm minimisation.

## IMPLEMENTATION

Drug Education will be delivered mainly through Integrated Studies at Years 7 & 8, Health/PE and Science at Years 7 - 9 and other KLAs as appropriate, and through other programs, such as Driver Education, Health Days, Safe Party Expos, etc.

## SANCTIONED DRUG USE

### Prescribed or medicinal drug use

Students who require prescribed or medicinal drugs within school jurisdiction must have written approval of a parent/guardian and inform an appropriate staff member, ie: their Year Level Coordinator or the First Aid Officer. The school will provide supervision for the student if required.

## UNSANCTIONED DRUG USE

### STAFF

- Staff will be made aware of the government policy banning any smoking of cigarettes, consumption of alcohol or the use of illegal drugs in the Department's buildings or in view of students.
- Staff are encouraged to be positive role models and to not display or promote their personal habits by example.
- Staff members found using or under the influence of impermissible drugs will be disciplined by the Administration under the breach of the Teaching Service Order 2009. Appropriate counselling will be offered to the staff member.

### VISITORS

- Visitors found using or under the influence of impermissible drugs will be asked to refrain or leave the premises in line with the Department's school policy.

## STUDENTS

### Cigarettes:

Students found smoking, in possession of cigarettes or supplying cigarettes to other students anywhere in the College environment; will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded.

#### First Incident:

- Official warning
- Develop a risk reduction agreement with the Level Coordinator

#### Second Incident:

- Inform parents
- Referral to Welfare team for counselling
- Given QUIT pamphlet

#### Third Incident:

- Suspension from school
- Make a poster for Wellbeing board about the dangers of smoking

### Alcohol:

Students found drinking alcohol, in possession of alcohol or supplying alcohol to other students anywhere in the College environment, will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded.

#### First Incident:

- Inform parents
- Suspension from school
- Referred to Welfare team for counselling strategies in harm minimisation

#### Continuing Offences:

- Further suspensions
- Possible withdrawal from extra-curricular activities, eg camps or excursions
- Discussion regarding referral to outside agency, ie DAS West
- Make a poster for Wellbeing board about the financial, physical, emotional or social effects of alcohol.

### Inhalants:

Students found using solvents or inhalants, in possession of solvents or inhalants or supplying solvents or inhalants to other students any where in the College environment, will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded.

#### First Incident:

- Inform parents
- Referred to Welfare team for counselling strategies in harm minimisation

#### Continuing Offences:

- Suspension from school
- Discussion regarding referral to outside agency, ie DAS West
- Make a poster for Wellbeing board about the financial, physical, emotional or social effects of inhaling solvents or inhalants

### Illegal Drugs:

Any student found in possession or using illegal drugs in any College environment will be suspended immediately. Parents will be notified and discussion regarding referral to an outside agency, ie DAS West will be discussed. On return to school the student will be allocated to a teacher or a Wellbeing team member for continuing counselling and support. Any student found supplying illegal drugs is committing an offence against the law. The Police will be notified and the student may be expelled.

## STAFF PROFESSIONAL DEVELOPMENT

Staff will be:

- Provided with information on identification of possible signs of drug use.
- Offered appropriate inservices regarding the teaching of drug education.
- Inserviced on the procedures in responding to a drug related incident.

## PARENT INVOLVEMENT

Parents will be informed via the school newsletter of the school's drug policy each time it is reviewed. The School Council will approve any changes to the Drug Policy and Program and the strategy action plan.

## DRUG RELATED SCHOOL INCIDENT PROCEDURES

**When a student is found under the influence of a drug, the following guidelines should be followed:**

### 1. Stay calm

This is essential in order to find out what has happened and to respond effectively. The first priority is to ensure the safety of the student and others. A highly stressful situation combined with inexperience can pre-empt panic and subsequent action could be detrimental. For example: If a student has just inhaled solvents and they become panicked or are startled by an unexpected intrusion, they are at risk of 'sudden sniffing death' from cardiac arrest.

### 2. Assess the situation

Information can be obtained through observation of behavioural and physical symptoms, as well as by 'gentle' questioning.

Questions to assist assessment:

- How are you feeling?
- What happened?
- Which drugs or substances have been taken?
- By what method?
- By in what quantity?
- How long ago?
- Is anyone else involved who might need help?

If the student appears intoxicated, the teacher should be calm and non-threatening while making it clear that their intent is to ensure the student's safety and well-being.

### 3. Ensure safety/Seek assistance

Ensuring the safety of the student/s involved and onlookers is the first priority.

Remove the drugs and/or equipment away from the student/s.

Assess the student's conscious state - If the student/s are unconscious, drowsy or in a semi-conscious state, have chest pains, difficulty breathing, blurred vision, vomiting, or has any other symptom that is causing concern, a teacher should:

- keep the person calm.
- loosen any tight clothing around their neck.
- if unconscious or vomiting - lay them on their side to prevent vomit being inhaled.
- retain any drugs to send to hospital if needed.

### Getting Assistance

Find a co-operative student (if available) to go and get assistance. **Inform them to go to the Administration Office and either:**

- Ask one of the office staff to contact a trained First Aid staff member or the First Aid Officer to come to the General Office. When the staff member arrives the student will escort them to where the student/s are, OR
- Ask the office staff to phone for an ambulance. If phoning the ambulance they will need to state whether the student/s are conscious and breathing or not.

Note – There is a list of First Aid Officers in the Administration Office, and Sick Bay room.

- Once a second person arrives the student/s may be escorted to sickbay or wait with them until the ambulance arrives.
- Do not leave the student/s unattended.
- If the student/s has inhaled solvents, they may need fresh air- so it may be more appropriate to sit outside with them.
- Once in sickbay the student/s should be attended by a trained First Aid staff member or the First Aid Officer until their parent/guardian arrive to take them home.

#### **Dealing with crowds/onlookers**

- Reassure the individual or group that you only want to help them, that you are not interested in punishment or discipline at this stage.
- Once another teacher arrives, they can control the onlookers and get them to move away from the area.

#### **4. Informing Administration**

The Principal and/or Assistant Principal should be informed as soon as possible. They will inform police if deemed necessary. The appropriate coordinator needs to be informed so they can inform the parents. The Student Wellbeing Coordinator should also be informed to assist in immediate and ongoing support and discussion regarding referral to an outside agency if necessary.

#### **5. Documentation**

In all cases involving drug and alcohol use, whether self-disclosure, reported or discovered use or possession of alcohol or illegal drugs at school, all staff should document the details of their involvement in the incident on the Injury Notification Form, which is to be given to the Administration office staff once completed.

### **EVALUATION**

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in...	June 2016
---	-----------