



# EMERALD SECONDARY COLLEGE

## DRUG AND ALCOHOL POLICY

The following policy is informed by Department of Education Guidelines and incorporates aspects of the Child Safety Standards.

### AIMS/PURPOSE/OBJECTIVES/EXPECTED OUTCOMES

#### **Education**

- To prohibit possession, use, distribution and selling of drugs inclusive of alcohol on school premises.
- To educate staff, students and parents so that they become more informed about the health effects and legal implications of drug and alcohol use.
- To promote positive and healthy life styles through a health promoting school environment.
- To encourage students self-worth and develop their social, personal, and problem solving skills so that they make wise choices.
- To ensure that the school community is aware of Department and School Policies on drug and alcohol use.
- To support the whole school approach to reducing drug and alcohol use and associated harm.

#### **Intervention**

- To reduce the harm associated with drug and alcohol usage. Harm minimisation aims to improve the health, social and wellbeing of students.
- To deal with incidents of drug and alcohol use, drug exchange or sale of drugs in a manner that involves the best interest of the student, staff and other parties concerned.
- To develop processes and structures within the school to deal with drug and alcohol related matters.
- To ensure that the College protects its reputation within the Community and promotes the zero tolerance policy to drug and alcohol related offences.

#### **Implementation**

Implementation of the above aims will involve both curriculum and wellbeing strategies.

### POLICY STATEMENT

#### **Education**

Drug education is a shared responsibility between home, school and the community. Emerald Secondary College has a role in educating students about drug safety issues so that they understand the possible consequences of drug use and can minimise the possibility of harm to themselves and others.

- Within the Year 9 Connect Program students undertake one term on Health, Risk Taking and the ramifications of Drug and Alcohol consumption.
- The new Victorian Curriculum 7-10 forms a key aspect of our educational and harm minimisation approach as a College. Drug awareness will also be covered by other curriculum areas as appropriate.
- A harm minimisation approach will be taken in all aspects of the Health Curriculum including Drug Education.
- Professional Development is provided to all staff to ensure the effective implementation of this policy.

- The College may provide opportunities for parents to participate in drug awareness forums, information nights as well as links and resources on the College website
- Students will have the opportunity to participate in a range of proactive and preventative programs that build self-esteem, develop decision making skills and promote resilience.
- The Wellbeing team and key learning areas, will promote healthy lifestyles and encourage students to choose activities that best enable them to reach their potential.
- The School refers to **The Principles for School Drug Education** guideline that provides a framework of core concepts and values to support effective drug education practice within schools.  
[http://www.oxygen.org.au/downloads/resources\\_for\\_schools/Principles\\_for\\_School\\_Drug\\_Education.pdf](http://www.oxygen.org.au/downloads/resources_for_schools/Principles_for_School_Drug_Education.pdf)
- The College ensures that Mandatory Counselling from an outside drug and alcohol agency (e.g. YSAS) occurs following any drug and/or alcohol related incident for those students. This is organised through the Wellbeing Team.

### **Intervention**

A whole school approach will be taken to drug and alcohol issues to ensure a consistent and informed response.

- Drug abuse will be viewed as both a health and discipline issue.
- Incident will be referred to a member of the Admin Team who will seek advice from the Emergency Management Unit and the Region.
- All incidents should be written up on the College's Incident Register.
- At the same time the College is aware of its responsibility to enforce School and Departmental rules and ensure that all students are aware that the use, supply or sale of illegal substances at school will result in appropriate consequences in line with the department's Student Engagement Guidelines.
- Students who believe they are experiencing drug use problems can voluntarily approach the College Wellbeing team or any member of staff for support, information and referral to community agencies. The supply of drugs will be addressed in conjunction with police advice as this may require further police investigation.
- College staff, students and parents are encouraged to approach members of the Wellbeing Team if they have particular concerns about individual students. The Wellbeing team can then determine whether a problem exists and explore possible courses of action. (Note follow-up guidelines on next page).

### **SCHOOL RULES RELATED TO DRUG AND ALCOHOL ISSUES**

1. Students shall not smoke whilst at school or be in possession of alcohol, cigarettes, illegal drugs or inhalants at school. This includes to and from school, school excursions and other school related events.
2. Students shall not make any apparatus associated with drug use, while attending school, school excursions and other school related events.
3. Students shall not be in the company of other students who breach rule 1 and 2 above.
4. Lockers are the property of the College and as such a staff member can request a student to open and display the contents of their locker. Refusing to do so may lead to an assumption of guilt on the locker owner's behalf.

### **GUIDELINES FOR DEALING WITH REAL OR SUSPECTED DRUG RELATED ISSUES**

#### **IMMEDIATE ACTION FOR SUSPECTED OR ACTUAL UNAUTHORISED DRUG USE:**

##### **Unauthorised Drug Use:**

Alcohol, inhalants and illegal drugs are prohibited. Drug related objects, such as syringes, bongs and pipes are also prohibited. Possession, sale, supply or exchange of any of the before mentioned is prohibited on the College premises, to or from school or while attending any school related event.

1. **Stay calm:** Priority should be towards safety of all people within the vicinity including self.
2. **Get the facts:** The intent of any questioning is to provide the best possible assistance for the student/students concerned and ideally will be done in conjunction with another person.

- Identify the student/students who have taken drugs
  - Identify the type of drug/drugs taken
  - Identify if any student is at immediate risk of harm.
  - Ascertain how much was taken and when it was taken.
3. **Ensure safety:** Priority should be towards the safety of all personnel in the vicinity. Call for first aid or send for assistance under the Emergency Management Policy (**RED ALERT**) if necessary. Isolate the student and attempt to secure the substances. If the person refuses to comply, isolate the individual(s) concerned and keep him/her under observation while the parent and police are contacted.
  4. **Secure the substances. e.g. Alcohol, drugs or drug-related apparatus.** In the presence of another staff member collect any drugs and equipment.
  5. **Inform Administration:** Information must be passed to a member of the Principal Team and Wellbeing Team. The Regional Office will also be informed. All details and relevant documentation should be kept. The Principal Team will contact the Regional Wellbeing Advisors, the Emergency Management Unit, and if deemed necessary, the local police, the Department Media and Legal Unit.

#### FOLLOW UP

1. **Parents/Guardians:** Parents will be informed when their child has been in possession of or used illicit drugs, inhalants or alcohol. Mutual support is important between home and school.
2. **Police notification:** If the student is in the possession of or has used an illegal substance the police will be contacted as per Department Guidelines  
<http://www.education.vic.gov.au/school/principals/spag/safety/Pages/interviews.aspx>
3. The **Department of Human Services (DHS)** may be contacted if the student is deemed to be “At Risk”. Situations defining AT Risk are:
  - Inadequate supervision and living conditions
  - Conflict, physical or emotional abuse
  - Where it is obvious that the student is At Risk, DHS will be notified.
4. **Agency support:** To ensure the best possible assistance for the student concerned appropriate agencies will be accessed. This may include:
  - Police
  - Drug and Rehabilitation Agencies
  - DHS
  - Child First
5. **The School** will use its discretion and may issue one, or a combination, of the following responses:
  - Detention
  - Suspension
  - Drug Education with Community health professionals
  - Expulsion from school. (Administration will ensure that the student concerned has linked into another school).
  - Students who are absent from school as a consequence of their drug use will be provided with a Student Absence Learning Plan ensuring that work is provided.
6. Students affected will receive support from the Wellbeing team.
7. Privacy Guidelines will be followed but relevant information will be passed on those staff providing Wellbeing assistance to the student(s).

#### **POLICY FOR PRESCRIPTION DRUGS:**

This aspect of the policy is also in-line with and supported by Dept. of Education Guidelines. Any student who suffers any medical condition, being acute or chronic, should inform the College and provide a medical management plan filled out by a doctor.

- **Prescription medication:** Parents/guardians of students who require prescribed medication must make the necessary arrangements via the college administration and designated staff.
- **Analgesics use:** The College will not provide paracetamol or any other pain killer for students. If students need to use analgesics at school, they must bring a permission note from their parents and have this endorsed by the Year Level Coordinator, a Sub School Leader or a member of the Principal Team.

- **Asthma:** Parents/guardians of students who suffer from asthma should provide the College with an asthma Management plan filled out by the doctor. Asthmatic students should carry their own asthma medications with them at all times. Additional medication can be stored in the College Sick Bay.
- **Attention Deficit and Hyperactivity Disorder:** Parents/guardians of student who suffer from ADHD should provide the College with a Medical Management Plan filled out by their doctor. Medication can be secured in the Sick Bay.
- 

KEY STAKEHOLDERS / PERSONS AFFECTED	
PERSON/GROUP RESPONSIBLE FOR POLICY REVIEW	Principal Team and Wellbeing
REVIEW CYCLE	2 Years Last Reviewed: October 2016 Next review Date: June 2018
ASSOCIATED SUPPORT DOCUMENTATION	

## APPENDICE 1

### CONTACT NUMBERS FOR WELFARE AND SUPPORT AGENCIES

Police (Emergency) and Ambulance  
Phone: 000

Emerald Police:  
Phone: 5968 4444

William Angliss Hospital Fern Tree Gully  
Phone: 9764 6111

Casey Hospital Berwick  
Phone: 8768 1200

Department of Human Services  
Phone: 1300 360 391

Australian Drug Foundation  
Phone: 9278 8100

QUIT – Victorian Smoking and Health Program  
Phone: 137 848 (Quitline)

Poisons Information Centre  
Phone: 131 126

Direct Line  
Direct Line is a free telephone counselling service which operates 24 hours a day. It provides confidential advice and information to people concerned about alcohol or drug problems. Referrals to drug treatment services can also be arranged.  
Phone: 1800 888 236

Kids Helpline  
Phone: 1800 55 1800  
<http://www.kidshelp.com.au/upload/22884.pdf>

#### YSAS

Youth Support and Advocacy Service

Phone: 24 hour free 1800 458 685

<http://www.ysas.org.au/>

#### POSITIVE PATHWAYS

Pathways for supporting youth in Cardinia area

<http://youthpositivepathways.com.au/>

#### HEADSPACE

Mental Health and General Counselling

Phone: 8738 9880

<https://www.headspace.org.au/headspace-centres/narre-warren/>