

Drug Policy

This policy is based on the school's values of Respect, Quality, Commitment and Diversity

This policy is consistent with the DfE *Alcohol, tobacco and other drugs incident management procedure* (2019)

Developed: 2011	Reviewed: 2014, 2019	Next review: Following next DfE review
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To ensure continuous improvement, school procedures will be reviewed after every drug-related incident.

Overarching policy statement

Our school is committed to maintaining a safe, secure and supportive environment for its community. This policy is part of our approach which includes the maintenance of close relations with mainstream schools, policies and procedures and positive school environment initiatives. Our school takes action to prevent drug use by students and to intervene if it occurs by taking a whole of school approach. The use, possession and/or distribution of illicit drugs and the unsanctioned use and distribution of drugs such as alcohol, tobacco and prescription drugs, are not accepted.

Links to other school initiatives

Our school has a commitment to learner wellbeing and engagement. This policy relates to our school's WHS policies and Code of Conduct. Partnerships are made with parents, mainstream schools and community agencies to assist our school to address drug issues.

The principles of natural justice and procedural fairness will apply in the management of suspected drug-related incidents. Our school will respect the right of students to:

- be informed of the form of proceedings
- be represented by an advocate of choice
- know what is alleged
- be heard and to question evidence
- the right to impartial adjudication
- the qualified right to privacy
- the right to appeal
- and (in potentially very serious incidents with legal implications) the right of the student to legal representation.

If suspected drug-related incidents occur and drug issues arise, they will be managed and responded to in ways that:

- minimise the harm to all members of the school community
- ensure the wellbeing and ongoing support for the students involved
- are both firm and fair.

Specific Procedures

These procedures will be followed where school personnel have reason to believe that one or more of the following has occurred or is occurring:

- drugs have been or are being used
- students are or have been in possession of drugs or instruments used with drugs
- students are or have been present when drugs are being used by others.

In the event of a suspected drug-related incident:

- The safety and wellbeing of students will be considered paramount: they may in the first instance need to be treated as unwell in accordance with the school's WHS procedures.
- Parents of students under the age of 18 will be contacted in instances of possession, use or distribution of drugs.
- In the case of school age students, mainstream schools will be contacted.
- Police will be informed in instances of suspected possession, use or distribution of illicit drugs, drug paraphernalia and/or illegal behaviour involving legal substances; and/or when an unidentified substance is suspected of being a drug.
- The Education Director will be advised when suspected drug-related incidents involve the police and/or when an incident poses a risk to the school or to the Department. The incident will then be recorded through the Incident and Response Management System (IRMS).
- Consequences may vary and will depend on the nature of the situation, its potential for harm and the circumstances of the individual students involved. However, they could involve suspension or exclusion.

Support materials for management of incident

A *Management of suspected drug-related incidents* folder is available at all teaching centres and can be located next to the School of Languages First Aid box. Included in the folder are the following documents:

1. Quick drug reference for school communities (Appendix 1)
2. Managing suspected drug-related incidents (Appendix 2)
3. Incident management forms (Appendix 3)

Further support materials located at the School of Languages site:

1. Suspension & Exclusion brochure
2. Appeal proforma in the case of exclusion or expulsion
3. *Notice of intention to recommend expulsion from all government schools and DfE facilities* and *Notice of expulsion from all government schools and DfE facilities*

