



Policy:	Drug Policy
Released:	2018
Due for Review:	2021
Domain:	Community

1. Rationale

The influence and effect of drug use on the individual, family and community is evident in our society. We believe Servite College has an obligation to our staff and students to provide comprehensive drug prevention and intervention strategies which reflect our Christian values and are in keeping with community expectations.

2. Principles

Servite College will not tolerate any illegal activity, or any behaviour, which is likely to place the mental, physical or moral welfare of students in jeopardy. Servite College does not permit students, on our premises or at any College function, to:

- smoke tobacco products, consume alcohol, deliberately inhale solvents or misuse any medication.
- possess drug-related equipment such as syringes or smoking implements.
- possess or use any prohibited drugs.
- distribute or sell any tobacco products, alcohol, solvents, medications, prohibited drugs, drug related equipment or smoking implements.
- encourage other students to participate in any of the above.
- use drugs contrary to medicinal purposes or medical guidelines.
- carry personal medication sufficient for more than one school day.
- possess excessive amounts of pharmaceutical drugs.
- possess and/or use pharmaceutical drugs for non-medicinal purposes.

All breaches of the school regulations in relation to drugs are considered serious and will be thoroughly investigated. Each incident will be considered on an individual basis and appropriate sanctions in accordance with this policy will be applied at the discretion of the Principal.

‘On our premises or at any College function’ includes:

- Any time students travel to and/or from the College.
- Any time the student is wearing the College uniform.
- Any College camp, any College excursion or tour intrastate, interstate or overseas.
- Any time a student is engaged in work experience or attending an external educational provider (TAFE)

3. Procedures

The procedures outlined have the spiritual, moral, emotional and physical wellbeing of Servite College students and their families as a priority. Any student, staff, parent/guardian (Community member) who has information or concerns regarding a student’s involvement in drugs is duty bound to deal with the matter in accordance with this policy. All staff are required to maintain strict confidentiality at all times.

Any information or concern may be reported in the following manner:

1. Report using Servite Concern.
2. Report to a Staff member either by email, phone or meeting.
3. Report to a member of the Leadership Team and/or Executive Team.

Each matter brought to the attention of the College will be investigated thoroughly and dealt with according to the nature of the incident.

The Principal will determine an appropriate consequence(s) for each matter which has regard for the overall wellbeing and safety of the student, the student's family and the College.

The Police will be notified of any matter that concerns illegal drugs, drug-related equipment or any illegal drug-related activity. Appropriate support services will be made available in every case, regardless of any other actions taken.

Servite College will not tolerate or condone ANY inappropriate drug-related activity and will therefore consider exclusion.

This Drug Policy is designed to protect the welfare of students and staff by ensuring that incidents involving drug abuse are addressed rationally and in a manner that reflects the College Values.

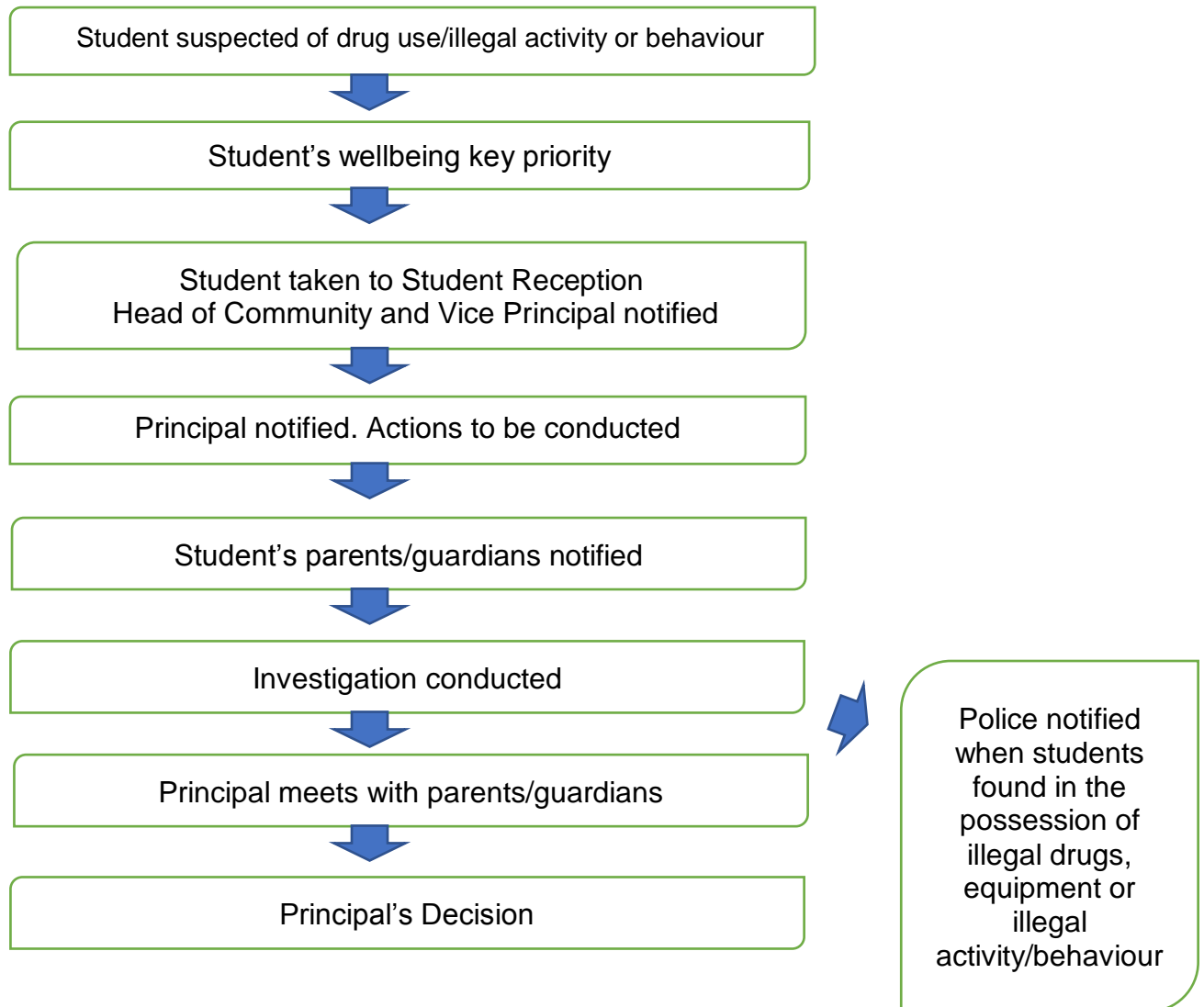
The following procedures have been adopted at Servite College in respect of particular drug issues:

Prescribed and Non- Prescribed Medication

In accordance with Catholic Education Office 'Administration of Medication and Provision of Health Care to Students' guidelines (CEO Handbook) prescribed medication is to be self- administered by students wherever possible.

Parents/guardians are obliged to provide the College with medical/health information requested by means of the Family Information and Health each year and to keep the school up to date with any changes in medical status/information that occur during the year.

Responding to Incidents of Drug Use or Illicit Activity or Behaviour



These procedures are designed to address incidents of drug use in a way which is in the best interests of all the parties concerned. These procedures can be varied to meet the needs of a particular situation, but only with the Principal's authorisation.

When a staff member suspects or has been informed of any student drug use or is in possession of any drugs, the immediate priority is to take whatever action is needed to ensure a student's well-being. The student should be taken to Student Reception and/or to a Head of Community or a member of the Executive Leadership Team.

The Principal will be notified, and a decision made regarding action to be taken. An investigation will be conducted under the instruction of the Principal or delegated person. Parents/guardians will be asked to meet with the Principal. The Principal will communicate with parents/guardians and the student of the decision made regarding the matter.

It is the Principal's responsibility (often through the Head of Community and/or the Guardian Principal) to notify the student's parents as soon as possible. As with all other incidents in the College, only the Principal can speak to the media.

Responding to Incidents of Drug Use

Smoking

Servite College is a smoke free school, and as such, smoking is not permitted on the College grounds by staff, visitors or students.

Any student found smoking on College premises, while travelling to and/or from the College, at any time while wearing the College uniform, at any College camp, excursion or tour or any time a student is engaged in work experience or attending an external educational provider (TAFE) will be referred immediately to the appropriate Head of Community or to the Vice Principal.

As a consequence of a first offence, the student's parents/guardians will be notified of the incident and an internal suspension will be issued where the student will be involved in an educational program.

Subsequent smoking offences require a parent interview and are likely to result in an external suspension and/or an undertaking to attend counselling at an out-of-school agency.

Alcohol

The consumption of alcohol by students is not in keeping with the philosophy of the College and is also unlawful under the Liquor Licensing Act 1988. Therefore, student use of alcohol at College or at any College related functions or events is prohibited.

If there is reason to believe that a student is in possession, or under the influence of alcohol, on College premises, while travelling to and/or from the College, at any time while wearing the College uniform, at a College function/event (e.g. camps, retreat, socials. Refer to "**On our premises or at any College function' includes**") the matter will be referred immediately to the teacher in charge/ Head of Community/Guardian Principal and/or to the Principal.

The parents/guardians of the student will be contacted in order to collect the student and assume responsibility for him/her.

Should the College's concerns be substantiated, the student's enrolment will be suspended. The student, and his/her parent/guardian, will be provided with opportunities to access counselling and advice.

The parent/guardian and the student will be required to attend an interview with the Vice Principal and the Principal to discuss the incident and the terms of the student's continued enrolment at the College or their withdrawal or exclusion from it. In exercising their disciplinary discretion, the Principal will be guided by concern for the wellbeing of the individual student together with concern for the welfare of the whole student body and responsibility to the broader College community.

Illegal Drugs and Artefacts

The possession of illegal drugs (e.g. Cannabis, L.S.D, Ecstasy, illicitly acquired prescription drugs and syringes, bongs, pipes and other drugs and paraphernalia) is against the law. Therefore, student possession or use of illegal drugs at school or at any school related functions or event is prohibited. (Refer to "**On our premises or at any College function' includes**")

If there is reason to believe that a student is in possession, or under the influence, of illegal drugs on College premises, while travelling to and/or from the College, at any time while wearing the College uniform, at a College function or event (e.g. camps, retreat, socials) the matter will be referred immediately to the teacher in charge/Head of Community/Vice Principal and/or to the Principal. A thorough investigation will immediately be implemented.

Should the College's concerns be substantiated during the investigation of the matter, the student's enrolment will be suspended, and the parents/guardians of the student will be contacted in order to collect the student and assume responsibility for him/her.

Where it is determined that a student has been in possession, or under the influence of illegal drugs, the student, and his/her parent/guardian, will be provided with opportunities to access out-of-school counselling and advice.

The parent/guardian and the student will be required to attend an interview with the Vice Principal and the Principal to discuss the incident and the terms of the student's continued enrolment at the College or their withdrawal or exclusion from it. In exercising disciplinary discretion, the Principal will be guided by concern for the wellbeing of the individual student together with concern for the welfare of the whole student body and responsibility to the broader College community.

Selling or 'trafficking' in illegal drugs is considered a serious offence in Western Australia. Students found to be engaging in such an activity would generally be excluded from the College.

The possession of illegal drugs, including medication not prescribed for that student, is against the law. The College is required to notify the police when students are found to be in possession of illegal drugs.

Drug Education Programs

Servite College delivers a Drug Education program (e.g. Pastoral Program), which attempts to meet the needs of students, parents and staff and aligned to the Western Australian curriculum.

Parent Education

The Servite College Parent and Friends will on occasions host information nights and drug awareness workshops. These opportunities provide parents with up-to-date information about drug issues and inform them of the latest community approaches to dealing with drugs.

4. Review History

Year of Review	Reviewed By	Amendments
2018	Administration	Reformatted - August 2018
2018	Executive Team	Amendments & Updates - December 2018