



# ***DRUGS IN SCHOOLS MANAGEMENT POLICY***

*March 2023*

**CATHOLIC SCHOOLS BROKEN BAY**

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## Rationale

*Catholic Schools Broken Bay gratefully acknowledges the NSW Department of Education and Communities for permission to use and adapt material from the Drugs in Schools Policy (October 10 2022).*

The purpose of this policy is to outline the requirements for Catholic schools Broken Bay, for the management of drug related incidents in schools. It aims to support schools to plan and implement appropriate responses to drug related incidents, with an emphasis on prevention through drug education, safe and supportive school environments, and intervention and support for students who may be involved.

## Guiding Principles and Objectives

A whole school approach to managing drug related issues should focus on:

- prevention through drug education and safe and supportive school environments
- intervention through appropriate procedures for dealing with drug related incidents at school and support for students and families who may be involved.

Drug issues should be approached within the context of the pastoral care policy and the school's behaviour management procedures. These provide a systematic and practical framework within which schools can manage drug related issues.

## Policy Statement

- 1.1 This policy relates to the supply or misuse of drugs by students on school premises or at school activities.
- 1.2 This policy covers the supply, possession or use of alcohol, tobacco, e-cigarettes, illegal drugs; the supply or misuse of over-the-counter and prescribed medications; the supply or misuse of restricted substances. (A restricted substance is defined in the Poisons and Therapeutic Goods Act 1966 as any substance specified in Schedule Four of the Poisons List, which should be supplied only upon the written prescription of a medical practitioner, dentist or veterinary surgeon); the supply or misuse of inhalants or solvents.
- 1.3 This policy covers the possession and use of alcohol, tobacco and e-cigarettes on school premises by employees and visitors.
- 1.4 **Illegal Drugs**

Schools must be places which are free of illegal drugs. Principals must manage disciplinary matters involving suspected illegal substances or supply of restricted substances consistent with the Behaviour Support

Policy and the suspension and expulsion procedures. Principals must report incidents involving illegal drugs to the Office of the Director and the Senior Lead: Student Enablement and Engagement.

### 1.5 **Alcohol**

Alcohol must not be consumed on or brought to school premises during school hours. This includes employees, students and visitors and other people who use school premises. Alcohol must not be consumed or brought to school-related events where students are present, including excursions, camps, sporting events and concerts.

If alcohol is served at any school function or within the school outside school hours, prior permission must be obtained from the principal. Any use of alcohol is subject to the laws and regulations regarding the supply, serving and consumption of alcohol.

Principals must manage incidents involving student alcohol use consistent with the school's Pastoral Care, Behaviour Support Management and the suspension and expulsion procedures.

### 1.6 **Tobacco and E-Cigarettes**

Electronic cigarettes, also known as e-cigarettes, are battery-operated devices that heat a liquid to produce a vapour that users inhale.

Smoking on school premises including school buildings, gardens, sports fields and car parks is prohibited, and at school sanctioned events. Staff, parents, visitors and community members are required to refrain from its use on school premises.

Principals must manage incidents involving tobacco and e-cigarettes consistent with the school's Pastoral Care, Behaviour Support Management and the suspension and expulsion procedures.

### 1.7 **Misuse of over-the-counter and prescribed medications (including the supply of restricted substances)**

In cases where a student is supplying a restricted substance, principals must manage the situation consistent with the school's suspension and expulsion procedures. In all other cases of misuse of prescribed medications or over-the-counter medications, principals must manage the matter as a pastoral care and health issue.

### 1.8 **Misuse of inhalants/solvents**

Where there are concerns that a student may be misusing inhalants/solvents at school, principals must manage the matter as a pastoral care and health issue. School use of products containing solvents must be strictly supervised by school staff and limited wherever possible.

## 1.9 Drug testing students, including breath testing

Students must not be drug tested at school or during school activities such as excursions and sporting events.

### Audience

All schools, parents/caregivers, and the wider school community.

This policy does not apply to lawful and responsible use of prescribed or other medication.

### Key Responsibilities

**Director of Schools** is responsible for overseeing the development and implementation of processes to ensure compliance with the *Drugs in Schools Policy*

#### **Catholic Schools Broken Bay is responsible for:**

- 1) Supporting Principals in the implementation of the Drugs in Schools Policy and related guidelines.
- 2) Providing support services to assist school communities to manage drug related incidents in schools.

#### **Principals are responsible for:**

- 1) Implementing policy and procedures for managing drug related incidents in schools.
- 2) Ensuring the school rules and consequences about the supply, possession or use of drugs at school by students, are communicated to students, staff and parents (including tobacco, e-cigarettes, alcohol, illegal drugs, over-the-counter and prescribed medications, restricted substances and inhalants or solvents).
- 3) Ensuring that this and other related CSBB policies about tobacco, e-cigarettes and alcohol use on school premises by visitors and community groups are communicated to the school community.
- 4) Monitoring and reviewing the implementation and effectiveness of responses to drug related incidents.
- 5) Ensuring that all drug-related incidents are managed in accordance with the CSBB Drugs in Schools - Guidelines for the Management of Drug Related Incidents.
- 6) Principals may wish to report a retailer that sells tobacco or e-cigarettes to students, to NSW Health through their online complaint portal.

Information collected via this portal will help to guide the compliance monitoring and enforcement work of NSW Health Inspectors.

### Teachers are responsible for:

- 1) Supporting the implementation of the Drugs in Schools Policy
- 2) Informing the principal when they have reasonable grounds to suspect that a student is involved in drug related behaviours.

### Related Resources

#### Legislation:

[Drug Misuse and Trafficking Act 1985](#)

[Public Health Act 2010](#)

[Liquor Act 2007](#)

[Poisons and Therapeutic Goods Act 1966](#)

[Smoke free Environment Act 2000](#)

### Related Processes/Procedures

Drugs in Schools: Guidelines for the Management of Drug Related Incidences

### Related Policies

Behaviour Support Policy

First Aid Policy

Medication in Schools Policy

No Smoking Policy

Pastoral Care and Student Wellbeing Policy

WHS Policy

### Review

The Drugs in Schools Policy will generally be reviewed every five (5) years unless there is a legislative or regulatory requirement to do so earlier.

### Revision/Modification History

Version	Current Title	Summary of Changes	Approval Date	Commencement Date
4	Drugs in Schools Policy	Minor update to the policy and procedures to include e-cigarettes, reflecting the change to the Public Health (Tobacco) Act 2008 and		

		the Smoke-free Environment Act 2000.  Minor changes to terminology to reflect new organisational structure and reporting lines		
3	Drugs in Schools Management Policy		February 2014	February 2014
1	Drugs in Schools Management Policy		November 2004	November 2004

### Approval Date/Revision Schedule

Approved by: Danny Casey – Director of Schools  
Date Approved: March 2023  
Date of next review: March 2028