

*Drugs &
Addictive Substances
Policy*



ST ANDREWS
CHRISTIAN COLLEGE

INSPIRED BY
FAITH

DISTINGUISHED BY
CHARACTER

LEADERS BY
INFLUENCE



Drugs & Addictive Substances Policy

PREAMBLE

All policy, protocols and procedures flow from the St Andrews Christian College Mission Statement:

“To educate our students so that they are well skilled, understand life on the basis of biblical truth, and are motivated to walk with God and serve Him in their lives, so that they will be a positive Christian influence in the world.”

POLICY DOCUMENT INFORMATION

TITLE:	Drugs & Addictive Substances Policy
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ACKNOWLEDGEMENTS:	Flinders Christian Community College
PURPOSE:	To provide policy and direction for all the College Community.
RELATED DOCUMENTS:	Alcohol Policy First Aid Policy and Procedures OH&S Policy Staff Code of Practice Student Code of Conduct Student Nurture and Discipline Policy Student Wellbeing Policy

KEY DATES

ISSUE DATE:	January 2022
REVIEW DATE:	2024



1. RATIONALE

St Andrews Christian College recognises the need to encourage a healthy and drug-free lifestyle and provide a safe and drug-free school environment. The College has a responsibility to provide its students with the knowledge and skills to make informed decisions about drug use or non-use and to enforce strict adherence to this policy.

Drug abuse including smoking is harmful to the human body. As a Christian school with a mandate to educate students to maintain wellbeing and a healthy future, St Andrews Christian College adopts a Biblical perspective in approaching social issues and is guided by the following scriptures:

“Do you not know that your bodies are temples of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought at a price. Therefore honour God with your bodies.”
1 Corinthians 6:19-20 (NIV)

“But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control...”
Galatians 5:22-23 (ESV)

“Do not be deceived: God cannot be mocked. A man reaps what he sows. Whoever sows to please their flesh, from the flesh will reap destruction; whoever sows to please the Spirit, from the Spirit will reap eternal life. Let us not become weary in doing good, for at the proper time we will reap a harvest if we do not give up.”
Galatians 6: 7 -9 (NIV)

“Do not get drunk on wine, which leads to debauchery. Instead, be filled with the Spirit...”
Ephesians 5:18 (NIV)

We are created in the image of God and the use of substances, which result in abuse of the body conflict with God’s creation.

2. DEFINITION

A drug is defined as any substance, which, when taken into the body, alters its function physically and / or psychologically. This definition includes all drugs of addiction or dependence, such as analgesics, alcohol, tobacco, cannabis, steroids, amphetamines as well as solvents which may be inhaled, such as glue or petrol.



3. PRINCIPLES

This policy is based on the following principles:

- Alcohol and nicotine are the major causes of drug-related problems.
- Drugs are used not only in experimentation and the 'pursuit of pleasure', but also as self-medication to reduce pain or suffering.
- A standardised approach to drug education and welfare procedures needs to be maintained.
- A well-formulated drug education programme within the existing pastoral care structure needs to be implemented.

4. IMPLEMENTATION

Students will bring a variety of medicines and prescribed drugs to school to relieve ailments. Guidelines are necessary for use of all drugs, not just those that are unacceptable.

4.1 Student Medication

- Parents/guardians are responsible for ensuring correct and sufficient medication is available to the College. They are also responsible for keeping records of their child's medication expiry dates and update when necessary. The Sickbay supervisor may regularly check the expiry dates of medication being held for students (e.g. Ventolin, Adrenaline auto-injector, and Medicines). If they are out of date or about to expire parents may be contacted and requested to supply new medication.
- Legally, staff are not to administer any drugs or medications without specific permission from the parent / guardian (e.g. medication listed on a student's Action Plan). If a student is in need of such treatment, the parent / guardian or emergency contact may be phoned for verbal permission. Staff should make a note that this permission has been received. The date, time, medication name, student name and dosage administered
- Teachers are required to know the location of their students' medication. Student medication is stored in the Sickbay supplies cupboard. These medications are required to be taken on all excursions and off campus activities.

4.1.1 Requests for Medicine to be Administered

- There may be situations where a parent / guardian may wish to supply medication to be administered at the College. All medication to be administered at the College is to be delivered to Reception so that it can be controlled in a secure location. It must be clearly labelled with the student's name and medication identification. It must be accompanied by clearly written specific advice including the student's name, dosage, time to be administered and appropriate storage instructions if applicable.
- Medication will not be accepted without signed and dated written documentation from parents / guardian.
- Copies of written requests will be uploaded to Synergetic DocMan. A Synergetic 'Alert' is to be created which will alert sickbay staff of medication requirements plus this 'Alert' will appear on the student's page of the Hub.
- Unless medically indicated, administration timings should be aligned with recess and lunch timings. In the event a student changes the type or frequency of medication, the school must be notified in writing.



- When administering medication, if available, a second staff member will sight /check the medication and dosage to ensure it is given correctly.
- Office staff will not track children who fail to report for their medication.
- In special circumstances the school may permit a student to self-administer their own medication. In this case, the student must obtain written authorisation from their parents / guardians and from the College and added to the students Operoo Profile - 'Private Notes'. Authorisation would usually be limited to students in Years 9 - 12 and for such medications as asthma, allergy or diabetes management.

4.1.2 Prescription Medication

- When providing medication, parents / guardians should provide evidence that the medication is duly prescribed by a medical practitioner or that the medication is a class of medication not requiring a prescription.
- Prescription medication should be labelled or accompanied by written advice from the medical practitioner or pharmacist.

4.2 Pain Relief

Pain relief medication can mask signs and symptoms of serious illness or injury **and are not administered** by the school as a standard 'first aid' strategy. They may, however be administered with consent, or at the request of the parent / guardian.

If a student requires paracetamol (Panadol) or Nurofen staff will check the student's Operoo Profile, and 'Permission to have Paracetamol' will be indicated with a 'Yes' or 'No'. Out of courtesy, parents are to be contacted for permission but if they are uncontactable and there is permission to give paracetamol on Operoo, it can be given. If parents are uncontactable and it states 'No' to paracetamol, staff are not to administer the pain relief.

In the event a parent indicates a student will need non-prescription pain control, the school will accept written instructions for a period not exceeding six days.

4.3 Tobacco Use

Students are strictly forbidden from possessing or smoking cigarettes or any other form of tobacco at any time while on the College premises, while off-site in College uniform, while representing the College or while participating in any College sanctioned activities, such as excursions, sports days, camps or mission trips.

Drug related indiscretions most frequently involve cigarette smoking. Students caught in possession of tobacco or using tobacco at school or during a College activity will be dealt with in accordance with the College *Student Nurture and Discipline Policy*. This may involve some or all of the following: drug education, counselling, formal warnings, parental involvement, detentions, restriction of privileges, suspension or expulsion.

4.4 All Other Drugs

Possession of, use of, or direct involvement in dealing with drugs (or alcohol) in school uniform, or while representing the school or engaged in school activities will result in expulsion. The Principal reserves the right to examine each case on an individual basis, and apply leniency if it is deemed appropriate and justified. The College will provide professional counselling for students who are expelled under the above circumstances.



5. DRUG EDUCATION

The College will run a drug education programme in conjunction with the existing pastoral care structures to ensure that students:

- Are provided with appropriate drug-related information.
- Develop an understanding of factors that influence drug-taking behaviour.

6. PROCEDURE FOR DEALING WITH SUSPECTED DRUG USE

Where there are rumours of drug possession or use, it is vital for staff to act with caution to avoid unnecessary alarm and to protect the rights of any person involved in, or accused of, a drug-related indiscretion. When students use drugs without approval, the most appropriate responses are generally those that are guided by policy and procedure, rather than that decided in the 'heat of the moment'.

The following guidelines may be useful when responding to a student who appears drug-affected:

6.1 *Stay Calm*

- The first priority is to ensure the safety of the students and observers.
- Ensure non-affected students are kept away and supervised by another teacher.
- If a student is affected by taking a drug of any kind, stay with him or her and implement DRSABCD.
- Remain with the student until a member of the ELT arrives. Stay calm, talk to the student, do not allow them to dispose of drugs.

6.2 *Get the Facts*

Find out what is happening. Talk to the student or observers and try to find out:

- The type of drug taken.
- How it was taken.
- How much was taken.
- Whether the person has any past experience with drug(s).
- The situation in which the person took the drug.
- Whether more than one type of drug has been taken.

If the young person appears intoxicated, the teacher should be calm and non-threatening while making it clear that the intent of the question is to ensure the student's wellbeing and safety.

6.3 *Ensure Safety*

Ensuring the safety of the student and others is the teacher's first priority. Take quick, common sense action to ensure safety. This may include:

- summoning the First Aid Officer;
- calling an ambulance on 000;
- isolating the student from other students;
- confiscating drugs, or other sensible actions.



6.4 Seek Assistance - Involve the Executive Leadership Team

Teachers must always seek help when dealing with drug-related problems. Get assistance to notify the General Office, to seek First Aid and Executive Team assistance. A member of the **College Executive Leadership Team** must be informed of all incidents involving drug misuse by students. This ensures that they are acting within their role and responsibility.

Details concerning the date and time of the incident, observations, action taken, witnesses, etc., should be recorded immediately on an **Incident Report Form** available from the College office or I:Drive

In all cases of illegal drug use / dealing, the police will be notified.

6.5 Confidentiality

In drug related situations, staff members will endeavour to maintain the confidentiality of all parties involved, quelling rumours and clarifying perceptions if necessary.

Information will only be disseminated on a 'need-to-know' basis so that staff members are sufficiently informed to be able to fulfil 'duty of care' obligations.

6.5.1 School Chaplain / Counsellor

Issues discussed with the school Chaplain / Counsellor are held in confidence, but always subject to Child Protection Legislation, 'duty of care' obligations and legal obligations.