

POLICY

Safe and Supportive Environment: Student Welfare

Alcohol, Drug, Vaping and Substance Use Policy



The College's policies, which are made from time to time, are made pursuant to the registration requirements as detailed by the NSW Education Standards Authority (NESA) and any appropriate legislation as an Independent School in NSW.

PURPOSE

Central Coast Sports College (CCSC) values the health and wellbeing of our students and the whole community. With that in mind the education of our students is paramount in ensuring they understand the challenges of maintaining a healthy lifestyle and for representing to the wider community the benefits of making healthy choices.

Alcohol, drug use, vaping and other substance abuse not only increase the risk of injury to the students themselves and to others, it also is contrary to the College values of what it means to be a Student Athlete. Beyond this the additional risks of being able to respond in an emergency are compromised when under the influence of other substances.

SCOPE

Students may not:

- have in their possession
- supply
- use, or
- be under the influence of

Any drug or substance listed below on the college campus or at any function, event, excursion, camp or tour organised by the College or in which the student participates as a representative of the College.

Beyond this students are encouraged to not engage in the above at any time. Students are obligated to consider the damage they incur to themselves personally, whilst also being considerate of the reputational damage to the College if they are taking part in these activities outside of College organised activities. As a member of the CCSC community, these behaviours of engagement may be deemed significant enough to bring the College's name into disrepute. CCSC students are viewed by the wider community as student athletes and the use of alcohol, drugs, vaping or other substances are contrary to the expectations of what it means to be a healthy athlete.

POLICY STATEMENT

CCSC is committed to providing a safe environment for all our students, staff and broader community.

It is our policy that:

- The use, possession and supply of drugs, alcohol, vaping devices and drug paraphernalia by students is strictly prohibited.
- All students will receive age appropriate health and drug education to enable and support them to make informed choices, and to minimise the harm associated with drug use.

- Referrals to counselling and/or support services, internal and/or external if students are found with items relevant to this policy.
- The consequences detailed within are a guide only and the particular consequence applicable on each occasion shall be a matter for the absolute discretion of the Principal. Students under suspension may be required to complete an educational and/or service program.

RESPONSIBILITIES

Principal

- Ensure this policy and procedures are followed.
- All consequences implemented at Principal's discretion.

PROCEDURES

Tobacco Products

Smoking is not allowed on CCSC property or at College events (including camps) or by any student where the student is representing the College. Where there are reasonable grounds to believe that a student on college property or at a college event, or in college uniform in a public place or in view of members of the public is in possession of tobacco, the Principal (or their delegate) shall be entitled to carry out all, or any of the following steps the the Principal considers reasonable and necessary.

Electronic cigarettes and other personal vaporisers

Electronic cigarettes (e-cigarettes) and other personal vapourisers for the delivery of nicotine or other substances are not permitted on campus or to be used at any college events (including camps) or by any student. It is also the College's recommendation that students do not use these devices at any time due to the unknown health risks involved.

Procedures

- Arrange for a search of the student's desk/storage area and personal effects and seize any tobacco or implements related to smoking or vaping. This search will be conducted under the conditions outlined in Attachment 1 of this Policy.
- Retain any tobacco or implements related to smoking or vaping. Tobacco found in the student's possession will be returned to the parent/guardian at the conclusion of all relevant inquiries. A signed receipt will be obtained and filed on the student's personal file.
- Notify the parents/legal guardians.
- The student will be required to attend an interview with the Principal or Deputy Principal and or the Head of the Junior/Senior College.

Consequences for Smoking or Vaping

- **First occasion** - The student may be expelled from the College.
- If tobacco products or vaping devices are not found but there is sufficient information such as reliable witnesses and evidence such as student behaviour or social media posts to suggest that the student has smoked or used these devices then the

parents/legal guardians will be contacted and further action, in alignment with consequences listed above, may be taken at the discretion of the Principal.

Alcohol

The consumption or possession of Alcohol is not allowed on CCSC property or at college events (including camps) or by any student where the student is representing the College. Where there are reasonable grounds to believe that a student on college property or at a college event, or in college uniform in a public place or in view of members of the public is in possession of alcohol, the Principal shall be entitled to carry out all, or any of the following steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Arrange for a search of the student's desk/storage area and personal effects and seize any alcohol. This search will be conducted under the conditions outlined in Attachment 1 of this Policy.
- Retain any alcohol. Alcohol found in the student's possession will be returned to the parent/guardian at the conclusion of all relevant inquiries. A signed receipt will be obtained and filed on the student's personal file.
- Notify the parents/legal guardians.
- The student will be required to attend an interview with the Principal or Deputy Principal and or the Head of the Junior/Senior College.

Consequences for Consumption or Possession of Alcohol

- **First occasion** - The student may be expelled from the College.
- If alcohol is not found but there is sufficient information such as reliable witnesses and evidence such as student behaviour or social media posts to suggest that the student has used alcohol then the parents will be contacted and further action (i.e. consequences listed above) may be taken at the discretion of the Principal or their delegate.

Legal Drugs (Prescription and over-the-counter Medication)

Where there are reasonable grounds to believe that a student on college property at a college event, representing the College or in college uniform, is in possession of either non-prescribed or prescribed medication for non-medical use (other than as prescribed), the Principal shall be entitled to carry out all, or any part of the undermentioned steps or any other steps the Principal considers reasonable and necessary to enforce this Policy and to maintain proper order and discipline in the College.

Procedures

- Arrange for a search of the student's desk/storage space and personal effects and seize any drugs and associated packaging. This search will be conducted under the conditions outlined in Attachment 1 of this policy.
- Retain any drugs and packaging found in the possession of the student, which will be handed over to a parent/guardian or police if appropriate or required by law. If property is returned to a parent/guardian, a signed receipt will be obtained and filed on the student's personal file.

- The Principal will liaise with police if reasonable grounds exist to believe that the prescribed drugs have been or are to be used in an illegal or medically dangerous manner.
- Notify the parents/legal guardians.
- Hold a meeting with the parents to discuss appropriate action.
- If, in the reasonable opinion of the Principal or their delegate, a student's health may be affected by the drug in question, the Principal shall be entitled to seek medical advice and if they believe it necessary, send a student for medical treatment.
- The student will be required to attend an interview with the Principal or Deputy Principal prior to the student's expulsion from the College.

Consequences

- It is likely that the student will be expelled.

Inhalants e.g. nitrous oxide canisters (Nangs)

Where there are reasonable grounds to believe that a student on college property or at a college event, or in a public place or in view of members of the public has been involved in inhaling gases from domestic and industrial products such as nitrous oxide canisters (nangs), the Principal (or their delegate) shall be entitled to carry out all, or any of the following steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Arrange for a search of the student's desk/storage area and personal effects and seize any items related to inhalant abuse. This search will be conducted under the conditions outlined in Attachment 1 of this Policy.
- Retain any items related to inhalant abuse. Inhalant products found in the student's possession will be returned to the parent/guardian at the conclusion of all relevant inquiries. A signed receipt will be obtained and filed on the student's personal file.
- Notify the parents/legal guardians.
- The student will be required to attend an interview with the Principal or Deputy Principal and or the Head of the Junior/Senior College.

Consequences

- It is likely that the student will be expelled.

Solvents

Where there are reasonable grounds to believe that a student on college property or at a college event, or in college uniform in a public place or in view of members of the public has been involved in solvent abuse through inhaling the fumes from domestic and industrial products, the Principal (or their delegate) shall be entitled to carry out all, or any of the following steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Arrange for a search of the student's desk/storage area and personal effects and seize any items related to solvent abuse. This search will be conducted under the conditions outlined in Attachment 1 of this Policy.

- Retain any items related to solvent abuse. Solvents found in the student's possession will be returned to the parent/guardian at the conclusion of all relevant inquiries. A signed receipt will be obtained and filed on the student's personal file.
- Notify the parents/legal guardians.
- The student will be required to attend an interview with the Principal or Deputy Principal and or the Head of the Junior/Senior College.

Consequences

- It is likely that the student will be expelled.

Illegal Drugs

Where there are reasonable grounds to believe that a student on college property or at a college event or in a public place, is in possession of illegal drugs or implements associated with illegal drug use and/or manufacture, the Principal (or their delegate) shall be entitled to carry out all, or any part of the undermentioned steps or any other steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Conduct a search of the student's desk/storage area and personal effects for suspected drugs or illegal items. This search will be conducted under the conditions outlined in Attachment 1 of this policy.
- The location of the drugs and items must be isolated and supervised until arrival of police or according to instructions from police. The illegal drugs or items must not be handled unless under instructions from police.
- If the illegal drugs and/or associated items are located, immediately notify the CCSC Chairperson to this effect.
- Notify the relevant parents/legal guardians.
- Hold a meeting with the parents to discuss appropriate action.
- If, in the reasonable opinion of the Principal, a student's health may be affected by the drug in question, the Principal shall be entitled to seek medical advice and if she believes it necessary, send a student for medical treatment.
- The student will be required to attend an interview with the Principal and or Deputy Principal prior to the student's expulsion from the College.

Consequences

- Immediate suspension until such time that the police investigation is finalised and likely expulsion.
- If an illegal drug or drug paraphernalia is not found but there is sufficient information such as reliable witnesses and evidence, for example, a student's behaviour is suggestive that the student has used an illegal drug or possessed an illegal drug or an item, then the parents or police will be contacted and further action taken including likely expulsion.
- If the police investigation leads to an official caution or to legal proceedings commencing in relation to an offence under the Drugs Misuse Act 1986, the student will be expelled.

Students under the Influence of a Drug

Where there are reasonable grounds to believe that a student on college property or at a college event or in a public place or in view of members of the public is under the influence of a drug, the Principal (or their delegate) shall be entitled to carry out any or all of the following steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Conduct a search of the student's desk/storage area and personal effects for suspected drugs or illegal items. This search will be conducted under the conditions outlined in Attachment 1 of this policy.
- The location of the drugs and items must be isolated and supervised until arrival of police or according to instructions from police. The illegal drugs or items must not be handled unless under instructions from police.
- Hold a meeting with the parents to discuss appropriate action.

Consequences

- Likely expulsion. It should be noted that even the act of offering to supply an illegal drug or a prescribed drug for non-medical purposes is seen by police as a serious offence.

Distribution of Alcohol / Drugs / Tobacco Products including Vapes between Students

Where there are reasonable grounds to believe that a student has been distributing drugs, alcohol, tobacco products or vapes on college property, at a college event or in college uniform, the Principal (or their delegate) shall be entitled to carry out any or all of the following steps or any other steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Where the Principal reasonably believes that a student is so affected by alcohol or a drug as to require medical treatment, the Principal may treat it as a medical emergency.
- If there are no reasonable concerns for the health of the student, the Principal will contact the student's parents/guardians and arrange for the immediate and safe departure of the student from college property or event.
- The Principal may authorise a search of the student's desk/storage area and personal effects and seize any suspected drugs or alcohol. If illegal drugs are found, police must be contacted immediately. The College must take instruction from the police regarding the removal of illegal drugs. This search will be conducted under the conditions outlined in Attachment 1 of this policy.
- The location of the drugs and items must be isolated and supervised until arrival of police or according to instructions from police. The illegal drugs or items must not be handled unless under instructions from police.
- Drugs in police possession, and alcohol may be handed over to medical personnel for identification and aid in treatment of any medical condition, or to either the parents or the police if appropriate or required by law, or as advised by police in the case of illegal drugs.
- Hold a meeting with the parents to discuss appropriate action.

Consequences

- Likely expulsion. It should be noted that even the act of offering to supply an illegal drug or a prescribed drug for non-medical purposes is seen by police as a serious offence.

Distribution to a Student of Alcohol / Drugs by a Non-Student

Where there are reasonable grounds to believe that a non-student has been distributing drugs, alcohol, tobacco products or vapes on college property or at a college event, the Principal (or their delegate) shall be entitled to carry out any or all of the following steps or any other steps the Principal considers reasonable and necessary to enforce this policy and to maintain proper order and discipline in the College.

Procedures

- Have such a person removed from the College's property.
- Seek the advice and assistance of the police.
- Contact the parents of any student/s involved.

Other Matters

Rights and Responsibilities of Staff

When staff, other than the Leadership Team, become aware of incidents which have the capacity to constitute an offence (either criminal or in breach of college policy) and they speak to students to substantiate their belief, they inadvertently become part of the investigation process. Their actions from this point onwards may assist police in the investigation of these incidents or hamper further investigations.

To ensure that investigations are not hampered in any way, it will be necessary to ensure the rights of students are considered. This means that in any conversations with students, staff must not threaten, promise or offer inducements to students in order to secure their participation in any interview or secure an admission.

If on reasonable grounds a belief is formed that the activity is one of a criminal nature, staff should not, where possible undertake an interview with any students suspected of involvement. In off campus situations, students should be isolated and mobile phones removed until police can conduct interviews.

Media Enquiries

All enquiries from external persons or agencies, including the media, must immediately be referred to the Principal.

DEFINITIONS

Drug - alcohol, tobacco, illicit drugs, volatile substances (solvents) and pharmaceutical drugs.

Drug use - the consumption, possession, and/or supply of alcohol, tobacco, illicit drugs, volatile substances (solvents) and pharmaceutical drugs for non-medical purposes.

Date of Next Review: April 2023 or earlier where amendments in legislation require immediate policy reviews

Version #	Date Approved	Author	Purpose/Changes
1.0	November 2020	P. Chapman	Original Document
1.1	June 2021	P. Chapman	Updated policy to include zero/no tolerance
1.2	April 2022	P. Chapman	Annual Review

Attachment 1 - Searching Guidelines

1. All staff have legal and professional responsibilities to respond to information about, and incidents involving students' use or possession of legal or illegal drugs on college property or at attendance at a college related function/event.
2. When staff suspect or are advised that a student has used or possesses a drug, it is necessary to establish and respond to the student's health and safety status.
3. The incident, the student(s) and the substance must be referred immediately to the Principal and or the Deputy Principal, or in their absence directly to the Head of Junior/Senior College.
4. The Principal (or their delegate) will immediately report the incident to police if illegal drugs or any utensil used in connection with any illegal drug is located.
5. The Principal (or their delegate) will identify an appropriate staff member to be responsible for managing the incident. This person will be responsible for collecting information, co-ordinating subsequent actions, maintaining written records and the debriefing of students, parents and staff involved.
6. The Principal (or their delegate) will advise members of the Senior Management Team that an incident has occurred and may nominate one of these persons as a student and family support person if required.
7. The person nominated to manage the incident will not be the same person as the person nominated as the support person.
8. The Principal (or their delegate) will permit staff to inspect property belonging to the College (e.g. lockers, desks) without parental/guardian consent if there are reasonable grounds to suspect legal or illegal drugs, alcohol, tobacco or associated items are contained within.
9. All searches will be undertaken discreetly taking into account the student's age and with care for the student's property.
10. All searches will be undertaken by a staff member with a witness (staff member). The student will not be touched during the course of the search.
11. Staff involved in searches should record the process on a mobile device either through video or photograph with dates and times noted.
12. Staff members will ask students to open other personal items themselves for inspection.
13. Students will not be deprived permanently of confiscated property (that is property that is not permitted at college but is not illegal). Such property will be returned either directly to the student or to a parent/guardian as deemed appropriate by the Principal or their delegate.