

Drug Intervention Policy

The management of suspected drug-related incidents



**Brighton
Secondary
School**

Authority

This policy is consistent with Department for Education Intervention matters: *A policy statement and procedural framework for the management of suspected drug-related incidents in schools.*

Brighton Secondary School drug intervention policy was first developed by our Drug Strategy Core Team in consultation with students, staff, parents and community partners. To ensure continuous improvement and consistency, school procedures will be reviewed after every drug-related incident, whilst the policy will be reviewed at least every 2 years.

Overarching policy statement

Brighton Secondary School is committed to maintaining a safe, secure and supportive environment for its community. In keeping with national and state policy and associated research, we take a position of harm minimisation in relation to the management of suspected drug-related incidents. The goal of managing any suspected drug-related incident is to ensure the wellbeing and future educational careers of the student/s involved, as well as the wellbeing and educational careers of the whole student community and staff.

We take action to prevent student drug use by taking a holistic school approach to both prevention and intervention processes. This policy is part of our Whole School Drug Strategy that includes a range of curriculum, policies and procedures, and positive school environment initiatives. 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

- This policy also relates to our school's WHS, student well being and behaviour policies.
- Student resiliency and wellbeing are promoted within the school via school priority number 3 (Promotion of Student Wellbeing).
- Drug education is currently taught explicitly as part of a developmentally appropriate curriculum in the middle years and through health studies in the senior years.
- Partnerships with parents and community agencies to assist our school to address drug issues continue to be actively fostered.

Designated staff responsible for this policy development

- Principal
- Deputy Principal: Director Curriculum
- Assistant Principal: School Ethos and Learning Environment
- Student counsellors
- School team leaders
- First aid support staff.

Principles and rationale

The principle of procedural fairness (a hearing appropriate to the circumstances; a lack of bias, evidence to support the decision, inquiring into matters of dispute) will apply in the management of suspected drug-related incidents.

Drug Intervention Policy

The management of suspected drug-related incidents



**Brighton
Secondary
School**

Our school will implement these procedures in the following ways:

- developing a set of procedures in relation to suspected drug related incidents for staff who will lead camps and excursions. Familiarity with these procedures will become a mandatory requirement of the camp/excursion approval process
- information about responses to suspected drug related incidents will be included in the School Planner
- staff will be trained in the school developed process for dealing with suspected drug related incidents as part of the staff induction process

Management

The school will accept responsibility for reasonable supervision of students. Staff will implement the policy under the following circumstances:

- within the school boundaries
- at school activities authorised by the Principal, eg. school socials, camps, sports practices and excursions
- travelling to and from school other than with parents.

What substances:

Analgesics and other medications – the management of medications will be guided by the Department for Education “Health Support Guidelines”

- Analgesics: no analgesics (eg. panadol/paracetamol/aspirin) should be given to students by school personnel.
- Other medications: When students are taking prescribed medication the amount carried should only be that sufficient for the dosage required for the time spent at school on that day. Supporting information may be sought from a medical practitioner.
- For the safety of all students, no other medication shall be carried by students with the exception of asthma inhalers, unless approval has been given. Requests to carry any medication for emergency purposes (eg. anti-histamines, epi-pens) must be made to the Principal/Delegate in writing and may require supporting information from a medical practitioner.

Other drugs: in the context of statements made elsewhere, this policy applies to:

- Tobacco
- Alcoholic beverages
- Drugs of dependence or prohibited substances listed in the Controlled Substances Act or relevant regulations, (such as marijuana or its derivatives)
- Inappropriate use of prescribed or over the counter drugs
- Inappropriate use of solvents or other chemical agents
- Possession of drug-related objects such as syringes, pipes, bongs etc.

Who and what activities

The consequences outlined in this policy will apply to any student who:

- Engages in the sale, supply, or administration, or taking part in the sale, supply or administration; is in possession of any item define above for the purpose of the sale, supply or administration or use of the drug or substance.
- Is in the immediate vicinity as outlined above and fails to take action to prevent or report the incident.

Drug Intervention Policy

The management of suspected drug-related incidents



**Brighton
Secondary
School**

Students under the influence of a drug

Any student suspected of being under the influence of a drug, at school and:

- Able to be moved, should be treated as sick and asked to report to the sickroom. Normal sick room procedures will then apply to conjunction with policies set out in this document.
- The health and safety of such students will be of paramount importance. If a student is considered to be affected by a drug, his/her parents will be informed and the student sent home.
- Not able to be moved, should be treated with standard ABC First Aid techniques and the sick room urgently notified to assess the need for an ambulance.
- An initial, urgent report prepared to outline WHAT, WHERE, WHEN and WHY. It will be required if an ambulance is called.
- Any tablets or substances found at the time should be taken personally to the sickroom.
- Any vomit should be collected using a plastic bag as a glove and inverting around the vomit. It should be personally forwarded to the sickroom.
- On a school excursion or activity any suspected student should be treated as far as practical in the same way as at school. The Principal/Delegate should be notified as soon as possible.
- A detailed report may be required by the Principal/Delegate as soon as practical.

School consequences where there is a breach of this policy the following will apply:

- Where appropriate, the legal consequences will be applied.
- Parents will be informed as soon as possible by telephone and later, in writing.
- A suspension of at least two days should be applied in addition to any other consequences imposed by the Principal/Delegate
- A counselling session may be negotiated with either the Student Counsellor or appropriate agencies.
- A form of disciplinary action will be determined that:
- Takes into account the principles and spirit of this policy, with regard to the nature and type of breach.
- Is consistent with any broader school or Department for Education policy, especially regarding student behaviour management which may be in force at the time.
- Increases with the second and subsequent offences.
- Relevant information will be communicated to appropriate teachers involved on a need to know basis.

Searches:

Students' bags and lockers should be made available to the Principal. If school personnel have reasonable suspicion (ie. information based on facts) that a student is in possession of illicit substances, and that a search is necessary, the following procedures should apply:

- Accompany the student, together with the student's school bag, to a safe place (eg. the Principal's office).
- Phone the police and request police attendance.
- Have a second staff member present until the police attend.
- Ensure that one staff member is the same gender as the student present.
- Inform parents or caregivers if the student is under 18 years of age.
- Seek the cooperation of parents or caregivers if the student is under 18 years of age.
- Ask a police officer to search a school bag or locker.
- Under no circumstances are school staff to conduct a search of the clothing a student is wearing.
- All students have the right to justice and equality as well as the right to be treated with dignity.

Drug Intervention Policy

The management of suspected drug-related incidents



**Brighton
Secondary
School**

Parent/caregivers consent:

- This policy shall apply even where parents/caregivers have given their personal consent to use a drug.
- The signing of an event/excursion consent form will be considered an acceptance of this policy and its consequences.

Roles:

All school personnel

- encourage a health promoting environment
- whenever possible, participate in an ongoing health/drug education program
- take positive and appropriate action to prevent the inappropriate use of drugs on school premises and at authorised school activities
- model socially acceptable behaviour in the use of drugs
- report any instances of possession, sale, supply, purchase or administration of a drug of dependence or prohibited substance or any equipment associated with them to the Principal/Delegate
- report any instances of inappropriate use of medications or solvents or chemical agents to the Principal/Delegate
- direct any student who is suspected of being under the influence of drugs, to the sick room
- should collect and personally forward to the sickroom, any tablets or substances found at the time
- should collect a sample using a plastic bag as a glove and inverting it over the vomit if the student has vomited, which should be personally forwarded to the sickroom
- have a responsibility to respect a student's right to privacy. Information should only be provided to others on a need to know basis.

Principal/Delegate:

As a result of any breaches of the above rules the following action will be taken by the Principal. He/she should attend to or delegate, any or all of the following:

- The parents/caregivers of the student(s) will be informed immediately of the breach.
- If the drug(s) are listed in the Controlled Substances Act or Regulations, the police will be informed. Other school personnel will only be informed on a need to know basis.
- A counselling session may be negotiated with either the Student Counsellor or appropriate agencies
- A form of disciplinary action will be determined that:
 - Takes into account the consequences and spirit of this policy, especially with regard to the nature and type of breach
 - Is consistent with any broader school or Department for Education policy, especially regarding student behaviour management which may be in force at the time.
- Relevant information will be communicated to the appropriate teachers involved on a need to know basis.
- Deal with any media personnel in accordance with procedures suggested in Administrative Instructions and Guidelines. The Regional Director will need to be informed if it is suspected that an illicit drug is involved; police have been notified; or the situation is deemed by the Principal as having potential for media scrutiny.
- Critical Incident report in IRMS.

Drug Intervention Policy

The management of suspected drug-related incidents



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School**

Counsellors:

- The counsellor will provide students with information and/or counselling if appropriate.
- If necessary, organise contact with an outside agency to provide further information and/or counselling.
- Confidentiality will be maintained, except where:
 - The student agrees to information being provided to a third party where there is a significant health risk to the student or another party. The student should then be informed of the proposed disclosure, or otherwise, as early as possible
 - In doing so, the counsellor would be required to break the law.

School First Aid Officer:

Where a student has been referred to the sick room by a staff member because he/ she is suspected of being under the influence of a drug:

- Provide appropriate medical treatment for the students in accordance with normal practice.
- Consult with the Principal/Delegate and/or a counsellor.
- If it seems reasonably likely that the student is under the influence of a drug, then the parents or guardians will be informed and asked to take the student home, but the incident may be investigated and resolved as soon.

Schedule of consequences:

On the first occasion within a school year that each student is found to have drugs and/or instruments in his/her possession, external suspension of the student will be arranged by the Principal/Delegate according to the following schedule:

Possession of cigarettes at school	2 days suspension
Possession of alcohol at school	3 days suspension
Smoking cigarettes at school	3 days suspension
Possession/consumption/distribution/sale of drugs of dependence or prohibited. Substances listed in the Controlled Substances Act or relevant regulations (such as marijuana and its derivatives) or instruments for their consumption	Suspension with intention to exclude and police notification
Consumption or distribution of alcohol at school	5 days suspension/ intention for exclusion
Inappropriate use of prescribed or over the counter drugs	5 days suspension/ intention for exclusion
Inappropriate use of solvents or other chemical agents	5 days suspension/ intention for exclusion

Where a student is involved in second and subsequent occasions within a school year, the Principal/Delegate will externally suspend the student with consideration given to extending the suspension period (within Department for Education policies) or excluding the student from school for up to a term.

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The management of suspected drug-related incidents



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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
- involve follow up counselling.

Managing suspected drug-related incidents at Brighton Secondary School

Incident	Suspected drug-related incident As defined in our school policy			
Initial procedures all drugs	<p>Calmly but firmly intervene ensuring the safety and health of student/s and particularly utilising WHS principles in caring for yourself</p> <ol style="list-style-type: none"> 1. Consider calling on additional staff member. If intervening staff member is not a teacher, a teacher should be called to the scene. 2. Inform student/s of your concern for their safety and wellbeing and seek their co-operation. 3. Make first aid assessment (and if necessary seek medical support, ambulance, emergency treatment). 4. Note incident details: who, what, when and where. 5. Safely collect any suspected drugs and drug paraphernalia. 6. Escort student/s to Principal and hand over with details of incident. 			
Principal / Delegate initial interview	<ol style="list-style-type: none"> 1. Continue to monitor student safety. 2. Secure evidence. 3. Make initial assessment of seriousness of incident. 4. Inform student of the form of proceedings and their rights including the support of an advocate. 5. Determine and contact participants as appropriate – student/s, parent/caregiver and procedural observer. 			
Situation assessment	A 1 Use/possession/ distribution of illegal substance or unidentified substance	B 1 Use/possession/ distribution of illegal substance but illegal behaviour	C 1 Use/possession/ distribution of illegal substance but unsanctioned behaviour	D 1 No substance, no confession of drug use but unusual behaviour suggests drug use
	A 2 Suspend, interview and contact police to investigate/identify, Inform District Director	B 2 May need to contact police for clarification or notification	C 2 Use professional judgement to determine if need to inform police	D 2 Treat the student as being unwell according to the Health Support Planning guidelines. Contact parents / caregivers to collect unwell student
	Make decisions about consequences, including educative, punitive and deterrent.			
Following actions	<ol style="list-style-type: none"> 1. Where necessary, organise and implement student development plans as a part of the consequence: <ul style="list-style-type: none"> – ongoing educational support – counselling – re-entry planning if student has been suspended. 2. Debrief staff and review school policy. 			