

NORTHERN BAY P-12 COLLEGE ALCOHOL AND OTHER DRUG RELATED INCIDENTS POLICY NBC018

1. PURPOSE

The response to alcohol and other drug-related incidents and appropriate responses, with an emphasis on prevention through drug education and safe and supportive school environments, and intervention and support for students who may be involved. The Policy forms part of the Northern Bay College Drug Education Strategy.

2. BROAD GUIDELINES

Alcohol and other drug related incidents can be broken into at least two stages: the immediate response when safety is the only concern and the follow up stage when wellbeing and management issues become important.

The immediate response can last from a few minutes to a number of hours. During this time it is necessary that the teacher maintains an appearance of calm, gathers whatever information is practical, focuses on safety as the only objective and seeks assistance when possible.

3. IMPLEMENTATION

Response guide –There is no one sequence of action that will be appropriate for all situations. Action taken will vary and may involve some or all of the suggested responses.

Drugs may be: Alcohol, tobacco, medicines (prescribed or not prescribed), inhalants/solvents- illicit substances.

Possible scenarios include:

- Student brings alcohol/and or others drugs to school from a family or other source
- Student appears to be under the influence of a drug
- Parent use of drugs is affecting child
- Injecting equipment ie: swabs, syringes found in playground
- Apparoutous/ Paraphernalia ie: bong /pipe found in playground
- Drugs/alcohol found at school
- While at school, or traveling to or from school, a student is offered alcohol and other drugs.

3.1 Immediate response

- Assess
 - Remain calm
- Gather the facts
 - Gather the main facts and establish the condition of the student to ensure safety
- First aid if necessary
 - Check the vital signs and /or responses of the student (this depends on the seriousness of the incident)
 - Administer first aid, if necessary
 - Call 000 if necessary
- Monitor situation
 - Observe the immediate environment
 - Send for help from other teachers/adults
 - Quick and brief questioning of any other students in area
 - Isolate the affected student if necessary
 - Ensure safety of all students in immediate vicinity
 - Continue to gather facts related to drug used
- Secure and label substance

3.2 Short-term responses

- Apply consequences
 - Ensure the Campus Principal is notified as soon as possible. The ultimate responsibility rests with the Principal or their nominee to ensure that the school response is according to the emergency management protocols in the school.

- Investigate the incident further by gathering additional facts
- Document incident on Compass. It is very important to keep and maintain a record of the incident. Such documentation should remain confidential at this point.
- Inform and brief as deemed appropriate by Principal.
 - Principal or designated staff, inform relevant people, especially family member and relevant staff.
 - School advises DEET to ensure appropriate regional and district personnel are notified.
 - Principal informs police if an illicit substance involved
- Wellbeing Response
 - Designated student wellbeing staff assess short term support for student
 - Speak to family members
 - Arrange advocate if necessary to protect students rights
 - Liaise the appropriate staff
 - Arrange any counselling
- Inform the community
 - Consider and prepare a media strategy if required

3.3 Medium and long term responses

- Apply consequences
 - The Campus response may be a blend of discipline and wellbeing and reflect both the circumstances of the incident and consequences associated with breaches of Campus expectations.
 - A range of responses may be beneficial and will need to be decided on the basis of the information the Campus has gathered.
 - A wellbeing response requires a degree of rapport and empathy. Separating discipline and wellbeing may help resolve or deal with the cause of the problem.
- Reintegrate
 - Using a case management approach students should be returned to regular school activities as soon as possible
- Monitor and review
 - Consider a support group to provide information and peer support to families and students involved
 - Debrief staff and review school response
 - Review prevention strategies
 - Monitor and review progress of continuing case management
- Media strategy
 - Implement a communication strategy. The Campus needs to consider whether or not the school community should be informed and how this will be achieved.

4. EVALUATION

The response to alcohol and other drug-related incidents action plan should be reviewed every three years as part of the review process.

Document #	Committee Responsible	Review Date	Public Location	Ratified
NBC018	Learning Partners /Leadership	May 2015	Website	August 2015
	Related Documents			