



## **ALCOHOL, TOBACCO AND SUBSTANCE ABUSE POLICY**

### **Policy Statement**

Shelford Girls' Grammar, in conjunction with government guidelines, uses a harm minimisation approach in the education of its students on issues related to alcohol, tobacco and illicit substances. This approach is taught at every level throughout the School. Shelford recognises that these substances are harmful to the health and well being of students, staff and families. The School recognises also that an important part of the education of students is appropriate modelling on the part of Staff and parents.

The program at Shelford informs students of the risks and harmful impact of alcohol, tobacco and illicit substances. This program is designed to ensure that students understand the effect that recreation and hard drugs can have on them physically and psychologically. The curriculum is reviewed regularly to ensure that the program remains relevant and sequential. Students are informed of counselling and support services to assist them, should they need help in avoiding the use of any of these substances.

### **Intervention and Counselling**

The identification of alcohol and other drug-related problems may occur through various means which may include self referral, referral from within the School, referral by others including parents, guardians or students or referral by outside agencies. Once a student has been identified as needing assistance professional assessment and counselling support is provided. When required, referral to appropriate community support services is organised.

The School will aim to keep the details of any incident confidential, however legal obligations may necessitate contacting other authorities such as the Victoria Police. Similar action would be required if there is immediate risk to the student's health or the health and wellbeing of others.

### **Procedures and Consequences**

#### **Should a student appear to be under the influence of alcohol and/ or illicit drugs:**

1. The student will be escorted to the office of the Director, Vice Principal or Principal and will be detained there.
2. The School will contact the parents or guardian of the student to explain the situation. A meeting will be arranged, and if required, the parents or guardian will be asked to attend the School promptly to arrange for the safe removal of the student.
3. Should the health or wellbeing of the student or others be deemed to be at serious risk, then authorities such as Victoria Police would be contacted.
4. Together with the Principal, Vice Principal or Director, the School Counsellor will take part in the meeting with the parents or guardian, and if appropriate the student, when decisions will be made about the consequences of the aforesaid behaviour.

#### **Should a student be found in the possession of tobacco or alcohol:**

1. The tobacco or alcohol will be confiscated.
2. The parents or guardian will be informed of the situation.
3. The student will meet with the School Counsellor, Director, Vice Principal and/ or Principal.
4. Discussion of the breach will occur with the Counsellor present, and will involve the outlining of any consequences arising from this breach. Such consequences could involve ongoing counselling, detention outside regular school hours, at school suspension or expulsion for repeated or very serious offences.

#### **Should a student be found in the possession of an illicit substance or there is reasonable cause to believe that they are the provider of such a substance for profit, whether they are found in possession of such a substance or not:**

1. Any illicit substance will be confiscated and subsequently handed over to the Victoria Police.

2. The parents or guardian will be informed of the situation
3. The Victoria Police will be notified.
4. The student will meet with the School Counsellor, Director, Vice Principal and/ or Principal and will be detained for questioning by the police.
5. The student will be suspended until the results of the police investigation are available.
6. The outcome will depend on the results of the police inquiry and any subsequent legal action, and would involve either a return to School with counselling support available, or expulsion.