

DRUG AND ALCOHOL POLICY & PROCEDURE

Mindarie Senior College

Our Purpose

At Mindarie Senior College, we place the needs and well-being of our students at the centre of our policies. Our priority is harm minimisation and education which aims to support students in making informed, independent decisions about their health. Adolescents are particularly susceptible to addiction as a result of factors including, peer pressure, media influence and targeted marketing.

It is hoped that by developing independent and responsible young adults, students will be better equipped to make important present and future decisions about their health and well-being. As a part of this approach, we seek to educate first, but also ensure students are aware of the consequences of their actions, which may be illegal under West Australian law.

Addressing drug and alcohol use at Mindarie Senior College

The College takes the following steps to address drug and alcohol use at the College:

- Display of health promotion materials in areas of frequent student traffic
- Assemblies dedicated to the risks associated with drug and alcohol use
- Individual student meetings aimed at providing risk education
- Confidential addiction counselling through the appointed Community Nurse*
- Referral to external support as required

**Students can self-refer or see a member of the Student Services team for a referral to the College Nurse.*

Relevant West Australian law and Department of Education WA Policy

E-Cigarettes: It is illegal in WA to sell e-cigarette devices and nicotine vaping products to anyone regardless of age, unless they are:

- prescribed by a doctor for smoking cessation purposes
- obtained with a prescription from a pharmacy.

In WA, e-cigarette devices and their components, whether or not they contain nicotine, cannot be sold by tobacco or general retailers. It is illegal to sell vapes to friends at school or in the community.

Cigarettes: It is illegal in WA for anyone to sell cigarettes to anyone under the age of 18. This includes herbs and other things that are smoked, even if they do not contain tobacco. Anyone who sells cigarettes to someone under 18 can be heavily fined. It is also against the law for someone over 18 to buy cigarettes for a minor. Anyone who does can be fined.

It is against the law to smoke in enclosed public places in Western Australia. Enclosed public places are places that are open to the public, have a roof, and are mostly surrounded by walls (even if there are doors or open passageways). This includes schools, colleges and universities.

You cannot smoke in a car if there is someone younger than 17 in the car. If you are caught, you can be:

- be given a warning or caution; or
- be fined \$200 on the spot by the police; or
- choose to have the matter decided by a court (which may fine you up to \$1,000 if convicted).

Work Health and Safety Procedures related to tobacco use:

School leaders are required to provide a smoke-free environment. This includes an environment free from tobacco and e-cigarettes.

Drugs and Alcohol:

Student possession or use of alcohol or other drugs on school grounds or at off-site events is:

- not acceptable under any circumstances
- a behaviour of concern that is harmful to self or others
- a breach of the expected positive behaviours as outlined in the whole school behaviour support approach.

Drinking in a public place: It is an offence in Western Australia for persons of any age to drink in public, such as on the street, park or beach. PENALTY: \$200 infringement or maximum \$2000 fine.

Possession of alcohol: It is an offence for juveniles to possess liquor in a public place. PENALTY: \$200 infringement or maximum \$2000 fine.

Application of the Policy

The possession, supply or sale of restricted or illegal substances by students on school sites or at off-site events is to be considered a breach of school discipline. The Policy also applies to students who are off College campus but wearing College uniform.

This Policy extends to any supply or sale of restricted or illegal substances by a student that occurs outside the school that contributes to another student presenting at school or at an off-site school activity with suspected intoxication.

Use, possession or distribution of any items referenced in this Policy may result in a suspension, and removal of privileges such as, but not limited to, attendance at: the College, Ball, Year 12 Leaver's Breakfast, Year 12 Presentation Evening.

All incidents of substance possession, use and distribution should be referred to the Student Services Manager or relevant Associate Principal.

Procedure for behaviour associated with e-cigarette use

1. Confiscation of e-cigarettes

- Use caution when handling the devices as they can combust or cause burns
- Do not place the device in general waste
- Place e-cigarette/vaping device in a ziplock bag
- Label with add your (staff) name, the student's name and date of confiscation.
- Deliver to the Lab Technician in the Science prep area
- Vape will be stored in the Hazardous Materials store
- Wash your hands thoroughly

Call the WA Poisons Information Centre on 13 11 26 if a student has swallowed or touched an e-liquid.

Call 000 for an ambulance if the student is unconscious.

2. Student meeting

If student is unharmed (first offence):

- Advise the student of the legal status of vaping (It is illegal to sell, supply or possess an e-cigarette or any liquid that contains nicotine in Australia without a doctor's prescription.) and that we are required to confiscate the item. Vapes are also prohibited items at the College.
- Talk to the student about the health implications of vaping and give them a copy of The Facts About Vaping (S:\AdminShared\Administration Staff\850 Students\865 Managing Student Behaviour (MSB)\Policy, Procedures and Proformas\2024).
- Advise the parent or carer that their child has been caught in possession of an e-cigarette and will be bringing home some information about the health implications.
- Advise student and parent a second offence will result in suspension.
- Follow the College LoGS process (Provisional LoGS if student has current Good Standing, or progress to LoGS 1 etc.)
- Record via SEQTA
- Report to the Department via SIS (<https://ikon.education.wa.edu.au/-/address-vaping-in-schools/#toc5>). There are different processes for incidents resulting in no suspension or a suspension.

If student is unharmed (subsequent offence):

- Advise the student of the legal status of vaping (It is illegal to sell, supply or possess an e-cigarette or any liquid that contains nicotine in Australia without a doctor's prescription.) and that we are required to confiscate the item. Vapes are also prohibited items at the College.
- Follow the College process for suspension
- Report to the Department via SIS (<https://ikon.education.wa.edu.au/-/address-vaping-in-schools/#toc5>).
- Follow the College LoGS process (Provisional LoGS if student has current Good Standing, or progress to LoGS 1 etc.)

College disposal of e-cigarettes

The College disposes of devices through a waste removal service that is capable of disposing lithium batteries and liquid nicotine (a poison).

The College's current contractor for this service is:

Perth Chemical Specialists

1800 975 019

admin@perthchemical.com.au

Procedure for behaviour associated with cigarette use

1. Confiscation and disposal of cigarettes

- Cigarettes can be disposed of in general waste.

2. Student meeting

First offence:

- Advise the student that cigarettes are prohibited items at the College and that we are required to confiscate the item.
- Talk to the student about the health implications of vaping and give them a copy of Drug Education Student Booklet Tobacco and E-Cigarettes (S:\AdminShared\Administration Staff\850 Students\865 Managing Student Behaviour (MSB)\Policy, Procedures and Proformas\2024)
- Advise the parent or carer that their child has been caught in possession of cigarettes/smoking and will be bringing home some information about the health implications.
- Advise student and parent a second offence will result in suspension.
- Follow the College LoGS process (Provisional LoGS if student has current Good Standing, or progress to LoGS 1 etc.)
- Record via SEQTA
- Report to the Department via SIS

Subsequent offence:

- Advise the student that cigarettes are prohibited items at the College and that we are required to confiscate the item.
- Follow the College process for suspension
- Report to the Department via SIS
- Follow the College LoGS process (Provisional LoGS if student has current Good Standing, or progress to LoGS 1 etc.)

Procedure for behaviour associated with alcohol and illicit drug use

1. Confiscation and disposal of alcohol and illicit drugs

- Alcohol can be disposed of via sink/drain
- Recycle bottles and cans appropriately
- Contact Clarkson Police (9407 1000) for advice on disposal of illicit substances

2. Management of students under the influence of alcohol and drugs

Alcohol and other drug use can cause the student to become volatile and unpredictable. The Principal (and College staff) has a duty of care to protect students, staff and others from risk that can reasonably be foreseen.

If there is a reasonable belief that a student is under the influence of alcohol or other drugs, staff are advised to:

- remain calm and non-judgmental
- seek help from another staff member
- explain to the student you are concerned about their wellbeing
- prioritise the safety of all staff and students
- stand to the side of the student when speaking, so they feel less threatened
- avoid talking to the student in front of other students.

If there is imminent threat to staff or other students' wellbeing, call the police.

Do not:

- confront or argue with the student
- try to physically restrain the student, unless as a last resort if other strategies have failed and there is an imminent risk of harm to the student or others
- leave the student alone
- allow the student to leave the school site on their own.

Contact the parent to:

- *explain the situation*
- *arrange for the collection of the student.*

Arrange care of the student on the school or event site until a parent, or person authorised by the parent, can collect them.

If you cannot reach an arrangement for this transfer of care with the parent, the Principal will continue to provide supervision of the student at school or arrange for the student to access medical help.

Call emergency services (000) if:

- *there is significant concern for the student's health and wellbeing*
- *the student is posing a risk to self or others and the parent declines or is unable to immediately collect the student.*

3. Student meeting (this may occur at a later time if student has been sent home for medical reasons)

- Advise the student that drugs and alcohol are prohibited items at the College and that we are required to confiscate the item.
- Talk to the student about the health implications of drug and/or alcohol use. Educative information for drugs and alcohol can be found here (S:\AdminShared\Administration Staff\850 Students\865 Managing Student Behaviour (MSB)\Policy, Procedures and Proformas\2024)

- Advise the parent or carer that their child has been caught in possession of drugs/alcohol and will be bringing home some information about the health implications. The offence will also result in a suspension
- DO NOT release the student independently if they are under the influence of drugs and/or alcohol. Request parent/guardian collection from the College
- Follow the College process for suspension
- Report to the Department via SIS
- Complete OINS
- In some instances, such as those involving illegal substances or violence, reporting to the police may also be required. It is the responsibility of the Principal (or delegate) to report relevant matters to the police
- Follow the College LoGS process (Provisional LoGS if student has current Good Standing, or progress to LoGS 1 etc.)
- Connect with Student Services Team as appropriate

Procedure for the searching of students, or student's bags, lockers, and other possessions for illegal and restricted substances

If you reasonably suspect or know that a student has an illegal or restricted substance on their person:

- **do not search the student**
- assess the risk to the student and others
- tell your principal or their nominee immediately
- ask the student to go with a staff member to meet with the principal or their nominee in a safe location.

Principal (or nominee/s), in the presence of a witness, request the student:

- hand over the substance
- cooperates in a search of their possessions.

If the student doesn't hand over the substance or give permission for a search:

1. Inform the parents.
2. Give the parents an opportunity to speak with the student or attend the school.
3. Continue to supervise the student.

If the student continues to decline to hand over the item, inform the police that you hold a reasonable suspicion that the student possesses an illegal substance.

Do not undertake a personal search of the student.

Substances not on the student's person

If the student is not holding the substance on their person, the Principal (or nominee/s), in the presence of a witness, must ask them to:

- open their bags and locker
- cooperate with the search of their property.

If the student refuses to make their property available for a search, principals must:

1. Inform the parents.
2. Give the parents an opportunity to speak with the student or attend the school.
3. Seek permission from the parent for a search of the student's property to be conducted.

If the parents don't give permission to search the student's possessions:

- seize the student's possessions, only if it is safe to do so
- label and securely store the possessions in the presence of a witness
- inform the police that you hold a reasonable suspicion that the student possesses an illegal substance.