



GERALDTON  
GRAMMAR SCHOOL

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# Drug Policy

## VISION STATEMENT

GERALDTON GRAMMAR SCHOOL WILL PROVIDE OUTSTANDING EDUCATION AND A STRONG SENSE OF COMMUNITY, CULTIVATING PEOPLE OF INTEGRITY, INDEPENDENCE OF MIND AND A LOVE OF LEARNING.

Introduction	This statement outlines the Geraldton Grammar School policy on alcohol, tobacco and other drug related matters at the school.
Scope and application	Policy applies to all students, staff, parents, volunteers and community members of Geraldton Grammar School.
Related legislation and guidelines	Narcotic Drugs Act 1967 (Cth) Criminal Code Act 1995 (Cth) Misuse of Drugs Act 1981 (WA) Young Offenders Act 1984 (WA)
Related Policies	Positive Behaviour Management Policy, Duty of Care, Student Health Care Policy
Policy Locations	O: Drive, SEQTA, Website
Evaluation	Annual

Date	Action (issue, reissue, amendment, replacement of pages, etc)	Initials
20/6/00	Draft	JRE
May 02	Amended	SSW
5/2/09	Amended	SSW
31/3/10	Revised	SSW,SPN
25/3/13	Crest	SPN
16/2/15	Revised	AFY
03/03/16	Revised and amended	AFY
05/04/17	Reviewed and amended	NJE/DLE
28/02/18	Reviewed and amended	AFY
28/03/19	Reviewed and amended	NFT
30/04/21	Reviewed and amended	JWN

## **DRUG POLICY**

### **RATIONALE:**

Geraldton Grammar School has a responsibility to provide students with the skills, knowledge and values to make informed decisions about drug use. We aim to address the drug education needs of our school community through a harm reduction approach to curriculum and welfare.

This policy provides a framework to address alcohol, tobacco and other drug related problems in a caring and consistent manner within the Geraldton Grammar School community.

The policy applies to school visitors and any functions held on school premises, unless otherwise negotiated with the Principal.

This policy is binding on all members of the school community while on school premises during school hours or at a formal school event, eg Senior Formal, camp etc. This includes students, staff, parents and volunteers unless previously negotiated with the Principal.

For the purpose of this policy:

1. A drug is defined as any substance with the exception of food and water, which, when taken into the body, alters its function physically or psychologically.
2. Parent refers to person responsible for students when not at school ie: parents, guardians and caregivers

### **AIMS OF THE DRUG POLICY:**

1. Promote and maintain a health promoting school environment in which the welfare of all school community members is paramount.
2. Identify the role of Geraldton Grammar School community in the prevention of drug related problems.
3. Document the school community's agreed position on, and accepted procedures, for dealing with drug related incidents and problems.

### **OBJECTIVES:**

1. Incorporate the harm reduction approach to drug education within the curriculum.
2. Provide appropriate support, assistance and referrals for students with drug related problems.
3. Provide a framework for staff to respond to school based incidents of drug use by students.
4. Provide comprehensive staff education on drug related issues.

**GUIDELINES:**

1. The school will provide counselling and/or referrals for students with drug related problems.
2. A case management approach involving the Principal and/or Head of School and parents will be used to respond to drug related incidents.
3. This policy will be given to all staff dealing with drug related incidents.

**PREVENTION:**

The prevention of unsafe and unlawful drug use is a key role of Geraldton Grammar School. The following preventative measure will be implemented:

- A well-resourced, relevant health education program that includes drug education from Pre-Primary to Year 12.
- Regular reviews to plan and up-date the health and drug education program in personal development and Health programs.
- Professional development for staff teaching health education.
- Involvement of parents and community members in health and drug education programs through information programs using SchoolTV, the School Wellbeing Officer and other resources.
- Engagement from outside authorities eg. Police Department, Department of Health.
- Regular review of this school drug policy.

**INTERVENTION:**

Geraldton Grammar School does not permit students travelling on school transport, while on school premises, at any school function, excursion or camp to:

- Smoke and/or possess tobacco or vape products
- Consume and/or possess alcohol
- Deliberately inhale volatile substances (solvents)
- Possess and/or use pharmaceutical drugs for non-medical purposes
- Possess and/or use illegal drugs
- Possess and/or use drug-related equipment, such as syringes, or smoking implements such as bongs or pipes (except in the case of lawful medical use)

**NOTIFICATION OF PRESCRIBED MEDICATIONS:**

A nominated member of the administration team (e.g. Administration Assistants, First Aid Officer or key teacher on school camp) should administer and record prescribed medication where there is an agreement between parents and the Principal or delegate and where written instructions from the prescribing doctor and the parents have been provided. Students who have regular medication have notes on SEQTA, it is recorded on the student's individual medication sheet in the First Aid room when medication is taken.

If a student is required to carry and self-administer prescribed medicine while at school, the parent must advise the school in writing of all relevant details. For short-term conditions where analgesics are administered by the student, notification of self-medication by the student is still required.

When Panadol (or similar analgesics) is required by a student:

- Junior Kindy to Year 2 students – no Panadol is to be administered by the school.
- Year 2 - 6 students – no Panadol is to be administered without making contact with a parent/guardian for permission.
- Secondary students – a check on Maze/SEQTA or the student's file to confirm the administering of Panadol is permitted.
- The administering of Panadol (quantity and time) is to be recorded on the student's profile on SEQTA by the front office.

## **RESPONDING TO INCIDENTS OF DRUG USE**

**In all circumstances the first response will be to establish and respond to the immediate health and welfare of the student and the students around them.**

The procedures outlined below have been developed with the health and welfare of Geraldton Grammar School students in mind. They should be followed where possible and any variations should be discussed with the Principal.

1. Establish and respond to the student's immediate safety. Apply, or organise to apply, first aid where necessary (follow normal school emergency procedures for a medical problem).
2. Accompany the student and take the substances involved immediately to the school administration office. If in a class send a responsible student to administration to seek assistance. Refer the incident immediately to the Principal or delegate.
3. The Principal, or delegate, should identify a person to be responsible for managing the incident, to be referred to as the "Incident Manager". The school's Student Welfare Referral Protocols will be enacted by the Senior Leadership Team. The selection of a support person should take into account issues including ethnicity, language, culture, background and gender of the student (and family) concerned. The Incident Manager may elect to form a small group of people to assist with the management of the incident.
4. The Incident Manager should establish and validate the facts by interviewing relevant staff and students. Interviewing should establish the substance and person involved, and where and when the incident occurred.
5. The Incident Manager should document and report the outcomes of the interview to the Principal or delegate and discuss appropriate course of action.

Once it has been established that a drug-related incident has occurred, a number of actions can be taken. Actions may vary considerably depending on the details of the incident, including the substance involved, the behavioural history of the student identified as having a part in the incident and the impact of other students.

In all situations it is at the discretion of the Principal or delegate to determine the course of action to be taken.

**The following actions may be taken:**

- **SMOKING**

Geraldton Grammar School views tobacco smoking or vaping as a serious offence. There is a range of serious health-related problems associated with smoking or vaping. Students who sell or supply tobacco or vape products to other students are committing an offence. If students are found smoking or vaping at school, parents will be notified by the appropriate Head of School/Incident Manager. The Principal will be advised and a letter sent home. Students will be offered counselling and will face disciplinary action in accordance with the school's Positive Behaviour Management Policy.

Contact Quit Line 137 848

Online resource support: <http://www.smarterthansmoking.org.au/>

- **ALCOHOL AND SOLVENTS**

Possession and/or consumption of alcohol or deliberate inhalation of solvents will require the appropriate Head of School/Incident Manager to inform the Principal, contact parents and send a letter home. Students will be offered counselling and will face disciplinary action in accordance with the school's Positive Behaviour Management Policy.

- **ILLICIT DRUGS**

If possession or use of an illicit drug is suspected, the appropriate Head of School/Incident Manager, with the Principal, will ask students to empty the contents of their school bags, pockets, lockers etc. If students refuse to do so, the police may be called. Searches may be undertaken only when a reasonable suspicion exists. It is recommended that, wherever possible, police officers conduct the search.

If possession, use, sale or supply of a prohibited drug is confirmed, the parent will be informed immediately. The Principal will determine if the police will be called.

In the absence of a student's parent, the student support person or a teacher nominated by the student will always be present at any police interview that take place on school premises. The student will be offered counselling and will face disciplinary action in accordance with the school's Positive Behaviour Management Policy.

If an illicit drug is confiscated, the Principal may call the police to arrange disposal of the drug.

Students who use or supply illicit drugs on campus or on a school excursion or camp will be suspended or expelled immediately.

### **Further Action**

Where appropriate, counselling will be recommended to students. The local Community Drug Service Team, Midwest Alcohol and Drug Service (9956 2424) and/or police may be contacted at this stage. Students will be referred to relevant agencies after discussion between student, the Principal and the parents.

Confidential written records will be maintained on the School information system (SEQTA) about incidents of drug use. If drug use is not detected but strong suspicion exists, it should be reported to the Principal or delegate who will keep a record on the School information system (SEQTA). Only staff members who need to know will be informed of any incidents of drug use and kept up-to-date with the case. However, if suspension results, all staff will be notified by the Principal. All staff should be reminded that they are required to maintain strict confidentiality.

### **Notification of Drug-Related Problems**

The existing pastoral care system of Geraldton Grammar School will be used to assist staff members to identify alcohol, tobacco, vaping and other drug-related problems and monitor students where necessary.

### **Useful Contacts**

Principal

Deputy Principal

Head of Secondary School

Head of Primary

Student Wellbeing Officer

Midwest Community Alcohol and Drug Service (Counselling and Education):

08 9956 2424 Email: [MWCADS@health.wa.gov.au](mailto:MWCADS@health.wa.gov.au)

Alcohol and Drug Support Line: 9442 5000

Toll-free 1800 198 024 Email: [alcoholdrugsupport@mhc.wa.gov.au](mailto:alcoholdrugsupport@mhc.wa.gov.au)

Parent and Family Drug Support Line: 9442 5050

Toll free 1800 653 203 Email: [alcoholdrugsupport@mhc.wa.gov.au](mailto:alcoholdrugsupport@mhc.wa.gov.au)

Police Drug and Alcohol Advisors – 9923 4555 (select option 4 for Geraldton Police Station)