



1.20 Alcohol, Tobacco & Illicit Drugs Policy

Purpose:	The purpose of this policy is to prevent the possession, use, sale and distribution of alcohol, tobacco and illicit drugs and related implements by students whilst attending school or at a school-related activity	
Scope:	All students, including those aged 18 years and over, and parents	
Status:	Draft/Approved	Supersedes: Previous Policy
Authorised by:	School Governing Body Chairperson	Date of Authorisation:
References:	<ul style="list-style-type: none">• Tobacco and Other Smoking Products Act 1998 (Qld)• Liquor Act 1992 (Qld)• Australian Privacy Principles https://www.legislation.qld.gov.au/LEGISLTN/CURRENT/A/AntiDiscrimA91.pdf• Wadja Wadja High School Enrolment Contract	
Review Date:	Annually	Next Review Date: 01/06/2022
Policy Owner:	School Governing Body	
Review signature:		Reviewed Date: June 2022
Review signature:		Reviewed Date: June 2023
Review signature:		Reviewed Date: June 2024
Review signature:		Reviewed Date: June 2025
Review signature:		Reviewed Date: June 2026
Review signature:		Reviewed Date: June 2027
Review signature:		Reviewed Date: June 2028
Review signature:		Reviewed Date: June 2029
Review signature:		Reviewed Date: June 2030



Policy Statement

Wadja Wadja High School has a zero tolerance policy towards student use, possession, sale and distribution of alcohol, tobacco and illicit drugs and related instruments whilst attending school or at school-related activities.

Action plan

If Wadja Wadja High School becomes aware, or reasonable suspects, that a student has alcohol, tobacco or illicit drugs at the school or at a school-related activity, the school will take the following action, as appropriate in the circumstances:

- Firstly, ensuring the safety of the student/s concerned.
- Confiscate the substance and/or implement if appropriate.
- Interview the student/s.
- Contact the student/s' parents.
- Report the matter to the police if appropriate.
- Offer appropriate support to any student involved in the matter.
- Implement any other consequences or actions that might be appropriate in the circumstances, including possible disciplinary action.
- Consider the need to communicate the incident to employees, students and parents, taking into account the privacy of the student/s and family concerned, the *Australian Privacy Principles* and the duty of care the school owes to other students.

Reporting to Police

Wadja Wadja High School will report relevant matters to the Police when it is in the student's or school community's best interests, as well as when:

- a student is trafficking drugs in the school
- a student is incorrigibly taking drugs in the school.

Searching and confiscating property

In accordance with Wadja Wadja High School's Enrolment Contract the school will search a student's property, including lockers and bags, and may confiscate banned items, when it believes it is appropriate in the circumstances.

When items have been confiscated, Wadja Wadja High School will take the following action:

1. if the police have been involved in the matter, give it to them
2. if the substance is inherently dangerous, destroy it
3. if possession of the substance is illegal, destroy it
4. if none of the three scenarios above applies, give it to the student or to those who are responsible for the student.



Wadja Wadja High School

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Definitions

- **Illicit drugs:** are taken to include illegal drugs and related implements, as well as legal drugs and substances being used for non-medical (i.e. recreational) purposes. Examples would include cannabis, dexamphetamine used for non-medical purposes and inhalants such as spray paints.

Responsibilities

School Responsibilities

Wadja Wadja High School acknowledges its responsibility to:

- Develop and implement this Policy to help ensure the safety of students.
- Communicate this Policy to students, parents and employees.
- Keep appropriate records, monitor and report on any issues related to the use, possession, sale or distribution of alcohol, tobacco and illicit drug or related implements at the school or at school-related activities.
- Encourage students, parents and employees to contribute to a healthy school culture.

Employee Responsibilities

At Wadja Wadja High School, employees have a responsibility to:

- Uphold the school's Policy on this issue.
- Try to prevent and appropriately respond to any instances of use, possession, sale or distribution of alcohol, tobacco or illicit drugs or related implements at the school or at school-related events, in accordance with this Policy and other relevant <<School Name>> policies.

Parent Responsibilities

At Wadja Wadja High School, parents have a responsibility to:

- Read and understand, and ensure their child reads and understands, this Policy.
- Ensure, as far as possible, that their child does not use, possess, sell or distribute alcohol, tobacco or illicit drugs or related implements at the school or at school-related events.

Student Responsibilities

At Wadja Wadja High School, students have a responsibility to:

- Not use, possess, sell or distribute alcohol, tobacco or illicit drugs or related instruments whilst at school or attending school-related activities.

Implementation

The school will ensure it is implementing processes relating to the Alcohol, tobacco and illicit drugs policy by annually training of staff and students and by auditing compliance with the processes annually. Staff will use correct incident forms to log details of alcohol, tobacco and illicit drug related issues, this documentation will be filed in the appropriate student file and incident file after the matter is appropriately dealt with.