



# Loreto Normanhurst

## **ALCOHOL AND OTHER DRUGS GUIDELINES: STUDENTS AND PARENTS**

### **RATIONALE**

Loreto Normanhurst has a pastoral system and religious dimension which are grounded in Gospel values and guided by the Loreto Schools of Australia Mission Statement. The essential sacredness of each person, the importance of connectedness, good relationships and the necessity for reflection and discernment in decision making also informs these guidelines. One of the school's goals includes an environment free from substance abuse. Misuse of drugs in any form often prevents human beings from forming fulfilling relationships and living a full life. Therefore, these guidelines are firmly placed in a pastoral context. They provide a framework with which to address alcohol and other drug-related problems in a caring and consistent way within the Loreto Normanhurst community.

These guidelines are considered binding on all students enrolled at Loreto Normanhurst under the following circumstances:

- when travelling to and from school
- while on school premises
- at all school functions or school-arranged events off-site

In addition, these guidelines are considered binding on all Boarders, whether they are on-site or on any leave from the Boarding School, except when in the direct care of their parents or on weekend leave.

The intent of the guidelines is:

- to encourage and maintain a health-promoting environment in the school
- to promote and maintain a safe and supportive environment for staff and students

### **GUIDELINES FOR STUDENTS**

#### **PREVENTION**

1. Education about illegal drugs, tobacco and alcohol will be delivered to students through a focus on both pastoral care and curriculum, which is designed to meet needs at different year levels.
2. Assistance and professional development will be provided to staff members to identify alcohol and drug-related problems.
3. Loreto Normanhurst will provide opportunities for parents to attend alcohol and drug education information events and forums.

#### **INTERVENTION**

Loreto Normanhurst recognises that use of drugs impairs the learning potential and the well-being of students and impacts on the entire school community. Loreto Normanhurst, therefore, does not permit any student to:

1. be under the influence of alcohol, illicit drugs, prescription or non-prescription drugs which are being used for non-medical purposes
2. smoke, procure, possess, distribute or sell tobacco products
3. consume, procure, possess or distribute alcohol
4. supply alcohol to another student
5. possess, procure, use or distribute prescription or non-prescription drugs for non-medical purposes
6. supply prescription or non-prescription drugs to another student
7. possess, procure, use or distribute illegal drugs
8. supply illegal drugs to another student
9. possess, procure, use or distribute drug-related equipment
10. deliberately inhale solvents

## **PROCEDURES**

The following procedures will be followed by the appropriate people when there are reasonable grounds to believe that a student has breached the school's ALCOHOL AND OTHER DRUGS GUIDELINES:

1. Ensure the safety of the student
2. Seek medical help if necessary
3. The Principal or her delegate will undertake an investigation
4. Principal and the Leadership Team will determine if the police should be involved. If so, further investigation should be with police approval only.
5. The Principal will make contact with the student's parents.
6. Appropriate support will be provided to the student and families involved
7. The Principal and the Leadership Team will consider the findings of the investigation and consider possible consequences for the student.
8. The Principal will meet with the student and her family and communicate the findings and consequences of the investigation.

## **CONSEQUENCES**

All consequences are applied at the discretion of the Principal in consultation with relevant staff members (and where necessary the School Council) and could include any of the following measures:

1. detention or other school based discipline
2. community service
3. referral to an educational program
4. counselling at school or through an external organisation
5. a rehabilitation program
6. loss of Student Leadership office
7. suspension
8. expulsion
9. notification to police for prosecution
10. other at the discretion of the Principal and/or School Council

Confidential records are to be kept by the Director of Students: Pastoral Care for the purpose of monitoring incidents and amending the policy where necessary.

## **GUIDELINES FOR PARENTS**

The following procedures address the consumption of alcohol and the use of drugs, including tobacco, by parents while on the school premises. These procedures have been developed from an occupational health and safety viewpoint in that they encourage the health and safety of parents while on site and after they leave the premises.

## **PROCEDURES**

From time to time the school organises functions to which parents are invited and at which alcohol is available. These functions are approved by the Principal. Parents are expected to be responsible in regard to their consumption of alcohol at these events.

1. The Principal's approval is required before alcohol can be consumed by parents on school premises at times other than the functions mentioned above.
2. For formal functions organised by the school or Parent Association, catering staff or parents serving alcohol must hold a Responsible Service of Alcohol (RSA) certification. A sign indicating that alcohol will not be served to students must be displayed where the alcohol is served. Parents responsible for organising functions at which alcohol is served must ensure that alcohol is stored securely before and after the function to prevent student access to it.
3. Alcohol will not be provided to any student at any time on school property by parents
4. Loreto Normanhurst is a smoke-free environment at all times.

This policy is located on the Parent Portal and Staff Portal.

Created: August 2011