



Alcohol, Smoking and Illegal Substance Policy

Effective Date	May 2023
Review (Date & Staff)	May 2025
Associated Documents	Welfare and Discipline Policy Pastoral Care Policy CSO Substance Policy CSO Suspension and Expulsion Policy

Rationale

St Joseph's College is committed to ensuring the safety and wellbeing of students and staff through promoting the school as an alcohol, smoking and illegal substance (including associated implements) free environment for safe work and learning. This school aims to support community programs that promote informed choices about the use of alcohol, smoking and illegal substances. These programmes occur through the established curriculum and regular grade-based presentations and initiatives that are both established and organised on a yearly basis.

Policy Management

The College Leadership and associated Teams will ensure that:

- legal requirements to protect the health of staff and students with respect to the use of alcohol, smoking and illegal substances (including associated implements) are complied with
- information is provided to all staff and students about the school Policy Statement and regulations concerning the use of alcohol, smoking and illegal substances (including associated implements) on school premises (school hours) or while involved in off campus or out of hours school activities
- links are maintained with community-based organisations and authorities which have programs relating to alcohol, smoking and illegal substance (including associated implements) use
- there is a designated area and nominated person (Assistant Principal - Mission) to contact if a person is in need of treatment as a result of alcohol or illegal substance (including associated implements) use while on school premises
- instances of alcohol or illegal substance (including associated implements) use by staff or students while on school activities, whether in school or outside, will be reported to the Principal and officially recorded
- students and staff who are reported as having been influenced by alcohol or illegal substances while on a school activity will be counselled as to the problem they have presented
- before any matter is reported to police for investigation, the matter will be appropriately investigated internally by the Principal or nominated persons
- the parents of a student who has breached the Policy Statement on alcohol, smoking and illegal substance (including associated implements) use will be contacted by the school
- staff will be provided with information about the behaviour of persons who have taken

alcohol or illegal substances (including associated implements) so that they may recognise such signs if they are presented. Discarded drug paraphernalia found on school premises will be disposed of safely and appropriately following police consultation.

College Leadership Team's Commitment

The Principal and Leadership Team are responsible for ensuring that:

- the objectives of this Policy Statement are integrated into practice
- communication on health and safety matters related to alcohol, smoking and illegal substances is promoted
- effective action is taken to ensure health and safety related to alcohol, smoking and illegal substance (including associated implements) use by students and staff

Staff Commitment

Staff are responsible for:

- taking prompt action to secure or isolate any potentially dangerous situation relating to alcohol, smoking and/or illegal substances (including associated implements) which comes to their notice, and which is within their capacity to safely remedy in order to protect themselves, students and others.

Supply, Use or Possession of Alcohol

The drinking and/or possession or supply (or intent to supply) of alcohol in any form is strictly prohibited at the College. Supply (or intent to supply) and/or possession of alcohol at the College, consumption of alcohol at, or prior to any College function, or being under the influence of alcohol whilst at a College function will be met with severe consequences. These offences incur an immediate automatic and substantial suspension, the duration of which will be determined by the circumstances. Please [refer to this letter published to the school community in 2021](#). ***In some circumstances, a student may be asked to leave the College.*** (Refer to the CSO Suspension and Expulsion Policy).

Supply, Use or Possession of Cigarettes/eCigarettes

The use, supply (or intent to supply) and/or possession of cigarettes/e-cigarettes in any form is strictly prohibited at the College. Supply (or intent to supply) and/or possession of cigarettes/e-cigarettes at the College, use of cigarettes/e-cigarettes at, or prior to any College event, will be met with severe consequences. These offences incur an immediate automatic suspension, the duration of which will be determined by the circumstances. ***In some circumstances a student may be asked to leave the College.*** (Refer to the CSO Suspension and Expulsion Policy).

It must be understood that all NSW schools are 'Smoke Free Zones' and hence, fines may be administered by authorities in line with NSW legislation.

Supply, Use or Possession of Illegal Substances

Under no circumstances whatsoever will the use, supply (or intent to supply) and/or possession of illegal substances of any kind, in any form, be permitted at St Joseph's College. Supply (intent to supply), possession and/or use of any illegal substances is ***absolutely prohibited***. This includes attending the College or College events under the influence of illegal substances, using illegal substances or supplying (or intent to supply) illegal substances in College uniform outside the College.

The police will be informed and the matter handed over to them for investigation. Students who disobey this rule will face severe consequences. These offences incur an immediate suspension, until an interview with the Principal is arranged. ***A student will be asked to leave the College at the discretion of the Principal, in consultation with the Parish Priest and the Catholic Schools Office, as this behaviour is regarded by the College as serious misconduct.*** (Refer to the CSO Suspension and Expulsion Policy).

Under no circumstances will the supply (or intent to supply), possession of illegal substance implements or paraphernalia be tolerated. If students are found to be supplying (or intent to supply), using or in possession of such items, appropriate reports will be made to authorities and punitive action will be taken.

Subsequent Investigations

Students who have information presented to the school about their prior misuse of alcohol, smoking and/or illegal substances (including associated implements) that have sufficient support/evidence will in turn be dealt with in line with procedures stated above.