



POLICIES AND PROCEDURES

Policy Name	Drug Policy (Students)
Constructed /Reviewed by	Executive/Board
Review	Last Review: 2006, 2010, 2013, 2013, 2015, Aug 2018, Aug 2020, May 2021, March 2023, May 2025 Next Review: May 2027

Statement of Context

Yarra Valley Grammar is committed to the care, safety and wellbeing of its students. The School recognises that drug use is a community-wide issue and that students can be affected by their own drug use or by that of others. The issue of substance abuse is best addressed when all members of the School's community – students, parents and employees – are involved and informed.

Scope

This policy refers to all activity on school premises or offsite such as excursions, camps, tours and other events organised by the school. It does not extend to outside functions which are not organised nor endorsed by the school.

For the purpose of this policy a drug is defined as:

Any substance, with the exception of food and water, which, when taken into the body, alters its function physically and/or psychologically.

This definition includes all drugs of addiction or dependence, such as but not limited to analgesics, alcohol, tobacco, e-cigarettes, vapes, cannabis, steroids, amphetamines, barbiturates, pharmaceutical drugs, illicit drugs, as well as inhalants, such as glue, paint, nitrous oxide and petrol.

For the purpose of this policy 'employees' includes teaching and support staff, contractors and volunteers.

Reference Points / Background Papers



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YVG Consumption of Alcohol Policy (Employees)
YVG Anaphylaxis Management Policy
YVG Asthma Management Policy
YVG First Aid Policy
YVG School Mini-Bus Transport Policy
YVG Child Protection Policy
YVG Child Safety Code of Conduct

The Yarra Valley Grammar Drug Policy is based upon current principles endorsed by medical, legal and ethical practitioners.

Aim

The Aims of this policy are to:

- Create an environment where students are responsibly educated about drugs and drug issues;
- Promote and maintain a positive, safe and caring School environment;
- Promote student safety and wellbeing;
- Provide a consistent age-appropriate approach when dealing with this issue which encourages guided and sensible decision-making;
- Provide education through classroom curriculum as well as seminars for students
- Actively promote our School as aiming to be a drug free environment;
- Be consistent with State and Federal laws;
- Inform students of the dangers associated with the abuse of drugs so that they may make informed decisions;
- Foster self-esteem and build peer support groups;
- Develop clear steps to be taken in the event of substance abuse being evident;
- Establish clear rules for supervision of prescription drugs and pharmaceuticals.

Policy Details

Education

Health, Wellbeing and Lifestyle Education is one of the School's major concerns. The curriculum addresses many issues related to drug use, in particular, the following:

- a. The development of the individual's self esteem and decision making skills;

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- b. Provision of facts about alcohol, tobacco, vaping, illegal drugs and prescribed medication which gives accurate information and examine benefits as well as risks;
- c. Discussion of risktaking behaviours and attitudes so that stereotypes and myths are challenged;
- d. Harm minimisation – this form of education takes the approach of providing young people with direct and current information about drugs and its uses. Armed with the appropriate education and strategies will enable young people to make informed decisions about drug use minimizing the harmful effects;
- e. The law and drugs – an examination of the law, its rules, legal rights and coping with conflict arising. Employees, students and parents have a responsibility to discourage the use of all drugs which are detrimental to health and well-being;
- f. Giving and receiving help – focusing on skills to help oneself and to help others;
- g. Community action – exploring responses to drug use in the local and national environments;
- h. Parents and community workshops – designed to educate parents and other adults.

Yarra Valley Grammar's specific protocol on alcohol, vapes and tobacco

The consumption of alcohol is not permitted by students on School premises, and only in circumstances for employees and members of the public, when approved by the Principal. (Refer YVG Consumption of Alcohol Policy (Employees)).

Smoking/Vaping is not permitted on School grounds by students, employees, parents or any member of the public.

Intervention

The intervention procedure is designed to address incidents of drug use in a way which is in the best interest of all parties, while also conforming to legal requirements.

Yarra Valley Grammar does not permit students, while on School premises or during offsite activities (e.g. excursions, camps, tours) and whether or not under School supervision, to:

- a. Smoke tobacco products
- b. Vaping
- c. Consume or be under the influence of alcoholic beverages
- d. Deliberately inhale substances such as glue, paint, nitrous oxide and petrol



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- e. Possess drug related equipment such as syringes (unless prescribed for medical reasons and with the knowledge of the Yarra Valley employees), bong, pipes, nitrous oxide cartridges, etc.
- f. Possess, use or be under the influence of drugs prohibited in accordance with the *Drugs, Poisons and Controlled Substances Act 1981* (Vic)
- g. Be under the influence of drugs, except for medical reasons.

These prohibitions include all occasions when a student is in School uniform or is representing the School, traveling to and from School, or any camp, excursions, sporting events or other organised function, e.g. disco, formal, social or sporting function.

The possession and/or supply of illegal drugs is an offence and against the law, and penalties are provided for the prosecution of offenders.

Where there are reasonable grounds for suspicion of drug use or possession, the Principal or a Head of School may, in the presence of the student and another teacher, search property such as a bag or search a locker (which is deemed to be the School's property). If the Principal is not part of the search process, then the Principal must be notified of the situation within 24 hours.

Parents or guardians will be informed if a student is involved in an incident.

Any information provided or discovered will be treated confidentially until a thorough investigation has been completed, at which time it may be deemed necessary to reveal such information.

Implementation

- a. In the case of student use, possession or intention to supply drugs on the School property, appropriate sanctions will be decided by the Principal, their delegate and other relevant employees, and may involve expulsion.
- b. The School will establish a check-list of short-term actions to be taken by employees on discovery of drug use, e.g., lines of communication amongst concerned people.
- c. The School will maintain a directory containing local doctors, clinics and agencies to which students with a drug problem can be referred. Copies will be held by the Principal, Heads of School, Deputy Heads of School, Head of Student Wellbeing, the Health Centre and the Chaplain.
- d. In the event of a student appearing to be under the influence of a drug or drugs, medical advice will be sought.



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- e. The School will notify parents/guardians before referral to medical agencies or, in circumstances where that is not practicable or appropriate, as soon as possible thereafter.
- f. The Police may be contacted by the Principal or delegate if deemed necessary.

Action

- a. **Sanctions** are the actions that will be taken when any element of the School Drug Policy has been infringed. Such sanctions are designed to consider the emotional and physical health and the wellbeing of all students as priorities.
- b. **Counseling** of students found to be infringing drug policies is integral to the wellbeing practice within the School. School Psychologists will hold such confidences within the limits of the law. An exception to this is when someone's safety is at serious risk. There may also be circumstances which require the involvement of professionals outside the School.

Specific Responses

Smoking / Vaping (Cigarettes/e-Cigarettes)

It is our intention that Yarra Valley Grammar should be a smoke-free school for students, employees and members of the public.

Students found smoking, vaping or in possession of cigarettes/e-cigarettes, buying cigarettes/e-cigarettes from other students or supplying cigarettes/e-cigarettes to other students, anywhere in the School environment, including offsite school activities like excursions, camps and tours, will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded, at the discretion of the Principal or delegate.

Alcohol

Students found drinking or intoxicated, in possession of alcohol, buying alcohol from other students or supplying alcohol to other students, in any School environment, including offsite school activities like excursions, camps and tours, will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded, at the discretion of the Principal or delegate.

Inhalants

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Inhalant abuse is the use of any inhalant for other than its primary purpose, particularly for the achievement of a state of altered awareness. Students will be liable to a range of sanctions dependent on the circumstances and whether or not previous offences have been recorded, at the discretion of the Principal or delegate.

Illegal Drugs

The possession and/or supply of illegal drugs is an offence and is against the law. The School will view either offence as a very serious matter.

- i. Any student found supplying illegal drugs is committing an offence against the law. The police will be notified.
- ii. Any student found in possession of illegal drugs, in any School environment, including offsite school activities like excursions, camps and tours, will be suspended immediately. His/her parents will be notified in order to begin a consultation process and the police will also be informed.

Students in breach of this policy regarding smoking, vaping (e-cigarettes), alcohol, inhalants and/or illegal drugs will be liable to a range of sanctions (at the discretion of the Principal or delegate) which includes:

- a. Informing and consulting parents;
- b. Being sent home from School camps or School events and functions (at parent's expense);
- c. Community service;
- d. Loss of any office held;
- e. Referral to outside agency;
- f. Notifying police;
- g. Detention;
- h. Suspension from School;
- i. Expulsion from School (student enrolment may be terminated by the Principal).

Any contravention of this policy, regardless of the external consequences to the student(s) involved, will be subject to the discretion of the Principal.

Use of Medication

The actions of the School will be consistent with the following guidelines.



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- a. 'Medication' includes all prescribed drugs and all legal non-prescribed drugs such as paracetamol, ventolin puffers, etc.
- b. Students who are required to use occasional medication at School should have a written request from their parents/guardians by completing a Medication Authority Form.
- c. Medication used on a long-term basis should be recorded by the parent/guardians on the School Medical Form held by the Health Centre.
- d. School-supplied medication may only be administered to students by the School Nurses or appropriately qualified First Aiders.
- e. Where parents request that students administer their own medication, the note should be directed to the Class Teacher/Tutor or Health Centre.
- f. Ventolin pumps and sprays are readily accessible through the Health Centre and in all First Aid Kits.
- g. Prescribed medications brought to School for administration during the day must either be taken to the Health Centre and stored appropriately or in the Junior School Classroom Teacher's locked drawer.
- h. The exchange of medication between students is strictly forbidden. Medication should only be used by the person for whom it was prescribed.
- i. Medication should only be taken for the purpose for which it was intended.
- j. The dosage should be strictly adhered to. Over medicating could have serious and potentially fatal implications.

Confidentiality

Employees will endeavor to maintain the confidentiality of all parties involved in drug-related situations.