



**DONCASTER**  
SECONDARY COLLEGE

# MANAGEMENT OF DRUG-RELATED INCIDENTS POLICY

College council will review this policy every three years or as directed by DET

**Date approved:** August 2017

**Date of next review:** 2020

## RATIONALE

Drug-related incidents are a distinct feature of modern life and no school community is immune to their possible occurrence. The College could be called upon to deal with incidents such as student misuse of drugs at school, student disclosures about drug use or the bringing of illegal drugs onto the premises. The College should be prepared to adopt preventative measures to minimise the likelihood of drug-related incidents, as well as measures to deal effectively with such incidents should they occur. This management policy applies to the misuse of all drugs, not just the use of illicit drugs.

## PURPOSE

The purpose of this policy is to ensure the well-being and safety of the students at the College and to ensure that procedures are in place to deal effectively with drug-related incidents.

## IMPLEMENTATION

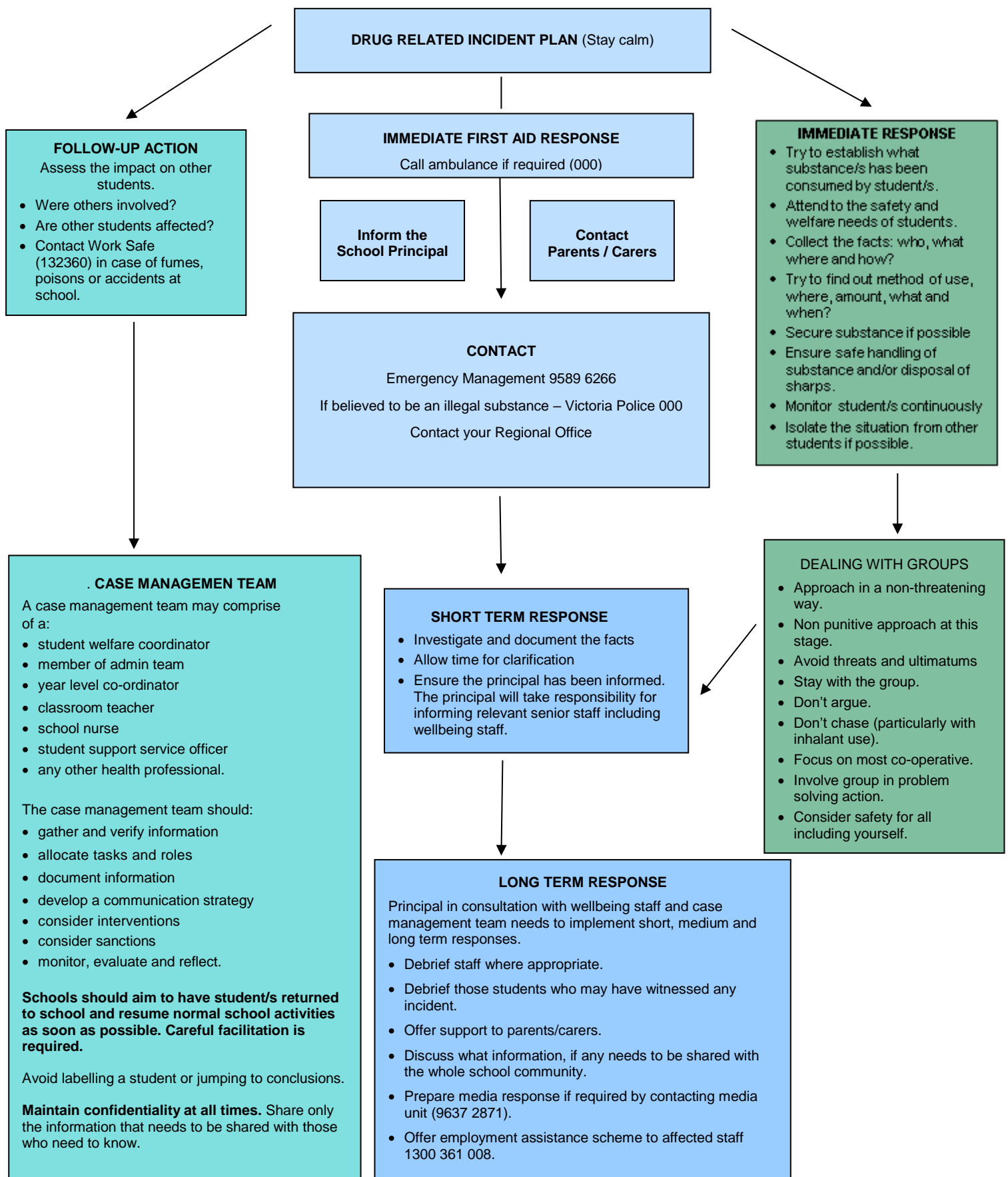
### 1. Prevention of Drug-related Incidents

- Students will develop knowledge and harm minimisation skills in relation to drug use as part of the ongoing drug-related curriculum program. For example, through Health Education and targeted short-term programs.
- The Student Code of Conduct and College rules will be communicated to students through the Student Planner, classroom activities and at Level Assemblies.
- The College policy in relation to prescribed medication and non-prescription drugs will be published in the Student Planner and in the College Newsletter.
- Rubber gloves, tongs and a 'SHARPS' disposal bin will be available in the Health Centre for the handling of needles and syringes should they be found in the College grounds.
- The College will inform the College community via the weekly Newsletter of drug education programs which are conducted for parents.
- The Welfare Student Co-ordinator and College Nurse will have drug education resources available for student and staff information.

Staff involved in the Health Education Program will be provided with opportunities to attend professional development in relation to drug education.

## 2. Dealing with Drug-related Incidents

- In exercising their duty of care to students, staff must report all drug-related incidents / disclosures / suspected incidents immediately to the relevant Level Co-ordinator who will refer the matter to the Principal or Assistant Principal.
- Should a student be affected by drugs or be found with illicit drugs in his or her possession, the teacher on the spot should aim to:
  - Isolate the student;
  - Confiscate the drugs;
  - Call for assistance from the Nurse / General Office, if required, and the Level Co-ordinator, and following the incident, provide for the Principal a report of his/her involvement.
  - **See flow chart on the following page for actions to be followed after drug related incident.**
- The student's parents will be notified as soon as practicable.
- As soon as possible, a thorough investigation will take place to ascertain the facts.
- The Principal will notify the police, if required.
- The Principal will ensure that DET policy is followed should a student be interviewed by the police.
- The Student Welfare Co-ordinator will provide counselling support to student(s), as required, and will, in consultation with the student(s) and their parents, refer the students to community and medical agencies and services which deal with drug-related issues.
- Discipline procedures in accordance with the Student Code of Conduct will be followed.
- The Principal will ensure that an incident report is written and that the DET Emergency and Security Branch is notified, as required.
- The Principal or regional office personnel will debrief staff and students, as required.
- Any media contact or communication with the College community will be the responsibility of the Principal.



**The following resources provide additional frameworks for schools and support systems for students in relation to drug issues in schools:**

- [Keeping in Touch](#): An intervention framework for school staff – Page 5. Developing a procedural framework – Page 7.
- [Retention and Reintegration](#): Cycle of intervention – Page 5. Summary of a young person involved in a drug-related incident - Page 8. Reintegration of students after relapse – Page 11.
- [Preventing drug-related harm – A guide for the Student Welfare Coordinator](#). This resource provides a set of evidence-based guidelines and tools to assist schools and their communities to address truancy and the associated risk of problematic substance use.