



**C A R B R O O K**

**Animal Assisted Learning Centre**

**ALCOHOL, TOBACCO  
AND ILLICIT DRUGS  
POLICY**

# Alcohol, Tobacco & Illicit Drugs Policy 3.0

<b>Purpose:</b>	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 the school or at a school-related activity	
<b>Scope:</b>	All students, including those aged 18 years and over, and parents	
<b>Status:</b>	Approved	<b>Supersedes:</b> Version 2.0
<b>Authorised by:</b>	Wendy Mungomery (Board Chair)	<b>Date of Authorisation:</b> 1 Dec 2020
<b>References:</b>	<ul style="list-style-type: none"><li>• <u><i>Tobacco and Other Smoking Products Act 1998 (Qld)</i></u></li><li>• <u><i>Liquor Act 1992 (Qld)</i></u></li><li>• <u><i>Australian Privacy Principles</i></u></li></ul>	
<b>Review Date:</b>	Annually	<b>Next Review Date:</b> 1 Dec 2021
<b>Policy Owner:</b>	Transformed Futures Ltd.	

## Policy Statement

The **Carbrook Animal Assisted Learning Centre** (the Centre) has a zero-tolerance policy towards student use, possession, sale and distribution of alcohol, tobacco and illicit drugs and related instruments whilst attending its programs or at program-related activities.

### Action plan

If the Centre becomes aware, or reasonable suspects, that a student has alcohol, tobacco or illicit drugs at its programs or at program-related activity, its programs 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, considering the privacy of the student/s and family concerned, the *Australian Privacy Principles* and the duty of care its programs owes to other students.

### Reporting to Police

The Centre will report relevant matters to the Police when it is in the student's or the program community's best interests, as well as when:

- a student is trafficking drugs at school or at a school-related activity
- a student is incorrigibly taking drugs at school or at a school-related activity

### Searching and confiscating property

In accordance with the Carbrook Centre 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, the Centre 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.

## 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

### The Program Responsibilities

The Carbrook Centre 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 its programs or at program-related activities.
- Encourage students, parents and employees to contribute to a healthy program culture.

### Employee Responsibilities

The Carbrook Centre's employees have a responsibility to:

- Uphold its 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 policies.

### Parent Responsibilities

The Carbrook Centre's parents/carers 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 its programs or at the Program-related events.

### Student Responsibilities

The Carbrook Centre's students have a responsibility to:

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