

Public Schools Branch

OPERATIONAL PROCEDURE

ALCOHOL AND DRUGS	
<i>Policy Section</i> School and Workplace Safety	<i>Procedure Number</i> 606.1
<i>Pages</i> 3	<i>Approved Date</i> November 13, 2018
<i>Reviewed Date</i>	<i>Effective Date</i> November 13, 2018
<i>Replaces:</i> Operational Procedure 606.1 Alcohol and Drugs – August 21, 2018	

1.0 INTRODUCTION

- 1.1 The Public Schools Branch recognizes the negative and harmful effects that alcohol and drugs have on students, staff and the school climate.
- 1.2 This procedure specifies the ways schools will address the presence of alcohol and drugs in school through
 - a) Prevention;
 - b) Intervention; and
 - c) Discipline
- 1.3 This procedure clearly sets out that the Public Schools Branch strictly prohibits students, staff, volunteers and visitors from being under the influence, possessing, using and/or distributing alcohol, drugs and/or drug paraphernalia on school premises, at a school-sponsored activity, or on transportation provided by the Public Schools Branch for students. The Public Schools Branch acknowledges the limited exception regarding the serving of alcohol in the Community Use of Schools procedure.
- 1.4 The Public Schools Branch recognizes that the use of alcohol and drugs can lead to addiction. Addiction may not be considered a behavioral concern but rather medical concern and should be addressed with appropriate support and intervention.
- 1.5 This procedure does not apply to the lawful use of medication prescribed by an authorized health care provider or over-the-counter medication when used for its intended purpose.

2.0 DEFINITIONS

- 2.1 **Alcohol** – All substances defined as liquor in the *Liquor Control Act*.
- 2.2 **Distribution** – To offer, sell, administer, transfer, transport, send or deliver alcohol or drugs, or to sell an authorization to obtain alcohol or drugs.
- 2.3 **Expulsion** – An exclusion from school until the end of the school year in which the exclusion occurs. A suspension by the Director for a period after April 30 that continues until the end of the school year, is not considered to be an expulsion of the student.
- 2.4 **Drug** – A controlled substance which is prohibited under the *Controlled Drugs and Substances Act*, cannabis as defined in the *Cannabis Control Act*, or a prescribed/over-the-counter medication which is misused, or any other misused substance which causes a mind or body altering effect, such as but not limited to solvents, correction fluids, glue, gasoline, aerosol spray, and cleaning fluids.

- 2.5 **Drug paraphernalia** – Any equipment, product, material or accessory that is used for making, using or concealing drugs. Drug paraphernalia may include but is not limited to, rolling papers, bongs, e-cigarettes, pipes, needles, syringe, etc.
- 2.6 **Progressive Discipline** – An approach that makes use of a continuum of prevention programs, preventative practices, interventions, supports, consequences and strategies which promote and build upon positive behaviours.
- 2.7 **Reasonably suspect** – An honest belief in the existence of a state of circumstances or facts which, assuming them to be true, would lead any ordinarily prudent and reasonable person to the same or a similar conclusion.
- 2.8 **School climate** – The environment, values and relationships found within a school. A positive school climate exists when all members of the school community feel safe, included and accepted, and actively promote positive behaviours and interactions. Equity, inclusion and respect are critical components embedded in the learning environment of a positive school climate.
- 2.9 **School premises** – A building or property under the management or operation of an education authority that is used in whole or in part for the instruction of students.
- 2.10 **School-sponsored activity** – Any activity, whether conducted on or off school premises, that is sponsored, recognized or authorized by a principal or the Public Schools Branch.
- 2.11 **Student Well-being Team** – A team of professionals (mental health therapist, comprehensive school health nurses, outreach workers and a counselling consultant) who work in schools advising, consulting and providing direct services to students who are struggling with mental, social and physical health issues.
- 2.12 **Suspension** – The exclusion of a student from attending school or a class, and/or the placement of a condition(s) of a student. A suspension can also include an in-school suspension where there is a formal arrangement for a student to remain in school under appropriate supervision, usually in a private area.
- 2.13 **Under the influence** – The state of an individual who has consumed alcohol or drugs that may affect his or her present behavior including compromised judgment.

3.0 PREVENTION

- 3.1 The Public Schools Branch recognizes the role curriculum plays in the healthy development of students. The curriculum is designed to increase awareness and provide an understanding about the risk factors associated with alcohol and drug use, and promote healthy behaviours. The Public Schools Branch is committed to implementing approved curriculum and supporting programs and services designed to address such issues.

4.0 INTERVENTION

- 4.1 If a student voluntarily presents information to the school with concerns about his or her alcohol or drug use, (e.g. an addiction, medical problem) this disclosure may result in progressive disciplinary measures, where deemed appropriate by the principal and in accordance with the *Safe and Caring Learning Environments* procedure. Where appropriate, the school may contact the parent/guardian.
- 4.2 Such a student will be connected with the school counsellor or the Student Well-being Team and might be referred or supported to make a self-referral to an alcohol/drug community program or service.
- 4.3 If a student, staff member or parent is concerned about a student's alcohol or drug use, contact should be made with the school counsellor or school administration for information on in-school and community-based support services.

5.0 DISCIPLINE

- 5.1 Disciplinary action related to alcohol or drugs involving staff shall be dealt with in accordance with the *Education Act*, its regulations and applicable provisions in the collective agreements.
- 5.2 Alcohol or drug related matters involving visitors shall be dealt with in accordance with the *Education Act* and any other applicable legislation.
- 5.3 In accordance with the principal's authority and discretion in the *Education Act*, a principals may take disciplinary action using the *Incident Reference Guideline - Appendix A* if the principal has evidence or reasonably suspects that a student is
 - a) in possession of alcohol, drugs or drug paraphernalia;
 - b) using or under the influence of alcohol or drugs; or
 - c) distributing alcohol or drugs.

6.0 APPENDICES

- 6.1 Appendix A - Incident Reference Guideline

7.0 CROSS-REFERENCE

- 7.1 PSB Operational Policy 606 - Alcohol and Drugs
- 7.2 PSB Operational Policy 407 - Student Suspension
- 7.3 PSB Operational Policy 605 - Safe and Caring Learning Environments policy
- 7.4 PSB Operational Procedure 605.1 Safe and Caring Learning Environments procedure
- 7.5 Operational Procedure 702.1 – Community Use of Schools
- 7.6 PSB Operational Policy 410 - Students Requiring Assistance Physical/Medical During School Hours
- 7.7 PSB Operational Procedure 410.1 - Students Requiring Assistance Physical/Medical During School Hours
- 7.8 PSB Operational Policy 409 - Student Investigations and Searches
- 7.9 PSB Operational Procedure 409.1 - Student Investigations and Searches
- 7.10 PSB Operational Policy 702 - Relations with Law Enforcement and Child Protection Authorities
- 7.11 PSB Operational Procedure 702.1 - Relations with Law Enforcement and Child Protection Authorities
- 7.12 *Education Act*
- 7.13 *Liquor Control Act*
- 7.14 *Controlled Drugs and Substances Act (Canada)*
- 7.15 *Cannabis Control Act*

~ ~ ~