

# KAIKORAI VALLEY COLLEGE



## ALCOHOL AND OTHER DRUGS POLICY

Students, staff and wider community

### RATIONALE:

The Board of Trustees of Kaikorai Valley College seeks to foster and develop a safe, positive physical and emotional school environment that creates a climate of trust. Students, staff, parents and whānau share the responsibility for making the school a respectful, inclusive and restorative environment.

### POLICY STATEMENT:

We are committed to ensuring that our school provides an environment free of harm from alcohol and other drugs (AoD). Kaikorai Valley College is committed to ensuring that their stance on AoD reflects the law. All members of our school community - Board of Trustees, school leaders, staff, students, parents and whānau should have an understanding of what the school's expectations are, related to harm from AoD, and know the school will respond when supply of AoD and/or harm is caused by AoD is identified.

### DEFINITION:

Alcohol and other drugs include substances that students under the age of 18 are not legally allowed to access, including alcohol and other illegal drugs such as cannabis or methamphetamine. This policy also includes psychoactive products such as butane or glue and inappropriate use of prescription medication.

### PREVENTION:

Real changes happen when students, staff, parents, whānau and other members of the community share responsibility for making the school a safe physical environment.

Kaikorai Valley College's approach to prevent and respond to harm from AoD is through the three components of a whole school approach, and is aligned to our practices. Strategies for developing and implementing whole school activities to reduce harm from AoD include:

### Community connections:

- Surveying the school community regularly, and using information to identify areas for improvement (eg, using *Wellbeing@School*, or health curriculum consultation through student, parent and teacher surveys).
- Preparing action plans through collaboration with Deans, Deputy Principals, Head of Department Health, local Police, mental health services, special education services, local school NGOs and so on. The plans are based on gaps and issues identified as part of the survey findings.
- Promoting school expectations in relation to AoD, with clear and regular communication to students and parents (See section 4).

### School ethos and environment

- Having a clear procedure for staff to follow when supply of AoD, use of AoD and /or harm caused by AoD is identified (see section – appendix 1).
- Training the pastoral care staff who receive escalated concerns to specifically take responsibility for AoD.
- Providing professional learning and development with staff to reach a common understanding of:
  - how to recognise drug equipment and products/substances accessed in the school community.
  - How to recognise harm from AoD.
  - How to prevent harm from AoD.
  - How to respond to supply of AoD and harm caused by AoD.
- Analysing the school environment to :
  - Minimise places for harm from AoD.
  - Identify places where signage is most effective.
  - Identify places where supervision and security is heightened.
- Providing appropriate guidance and counselling for students.

## Curriculum teaching and learning

- Professional development is provided for relevant staff
- AoD programme is delivered as part of the school's Health programme.

### **RESPONSE:**

It is important to consistently respond to all incidents when supply of AoD, use of AoD, and/or caused by AoD have been reported. Kaikorai Valley College's response is to support any student who has been affected by, engaged in, or witnessed supply of, use of and harm from AoD.

The general process of response is described in the Harmful Substances Flowchart - Response (see Appendix i). In short, when a situation of AoD occurs, staff decide if a student requires urgent medical attention. If necessary, ask the office to call 111. The situation is then escalated to pastoral care staff, such as the Dean, Deputy Principal or Counsellor.

Based on the severity, the pastoral care staff will inform parents and ensure data is placed into the student management system (Student Management System). Where an incident is regarded as 'major' or 'severe', external agencies, including NZ Police may become involved. In such situations it is likely the Board will be involved in terms of suspension.

### **COMMUNICATION:**

The school community needs to be aware of, and involved in, our effort to prevent harm from AoD.

Kaikorai Valley College will ensure the policy is advertised and readily accessible to students, parents, family, and whānau, and the community by:

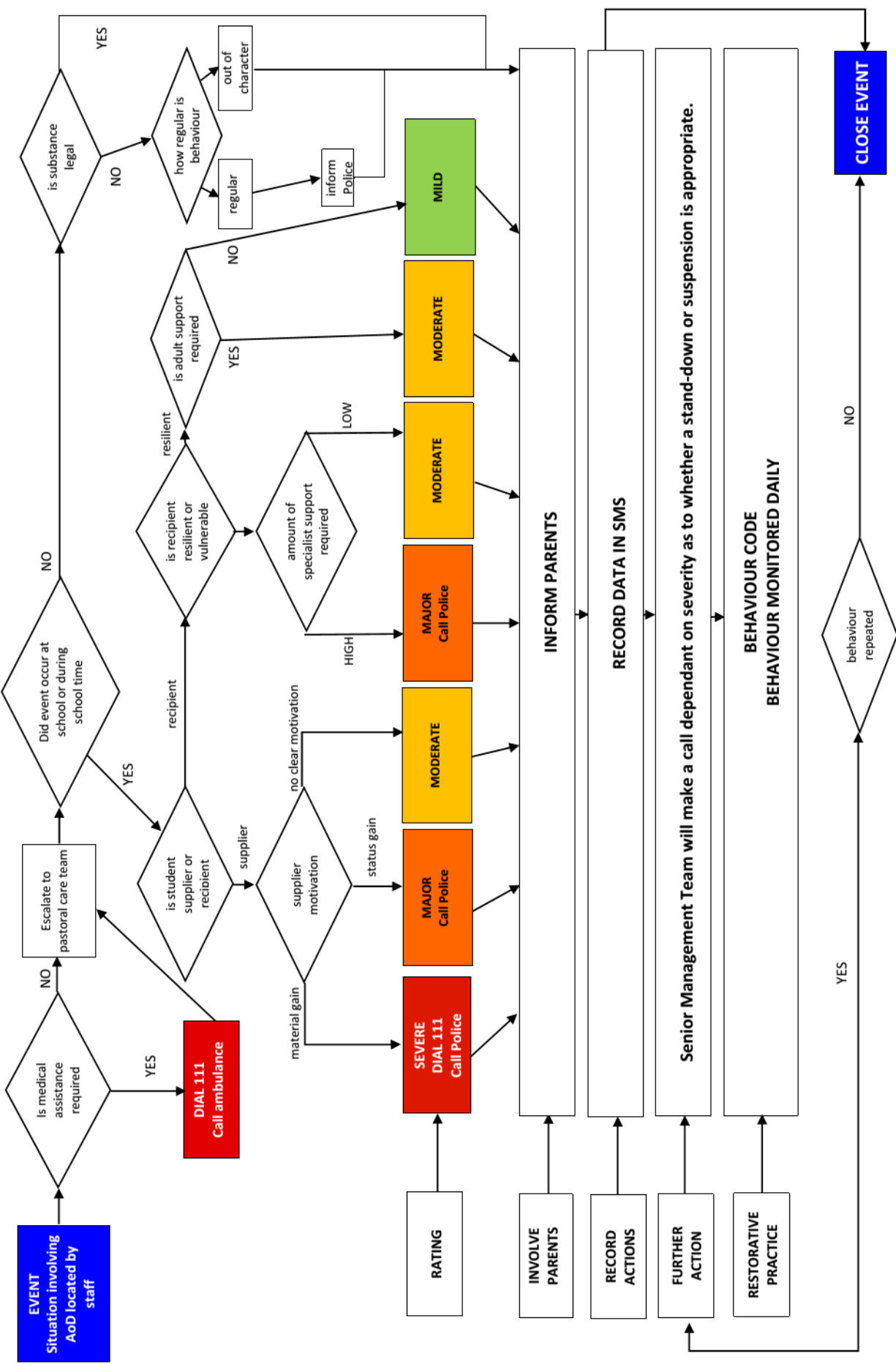
- Placing the policy in the school newsletter annually.
- Placing this policy and the procedure onto the website.
- Regularly communicating with the wider school community, eg - reports to the Board of Trustees, school newsletters and information (including the policy) on the school's website.
- Regular activities to celebrate and promote a positive school culture, to raise awareness of the school's approach to preventing harm from AoD, and to show how the school responds to situations involving AoD (eg, parent evenings, assemblies, class activities, displays).

### **EVALUATION AND REVIEW**

Kaikorai Valley College will undertake to find out if the policy is working by the following means:

- Exploring indicators and measures that may show effective implementation of the policy.
  - Reduced recording of total incidents related to AoD in the Student Management System.
  - Increased proportion of total incidents related to AoD that are informed by students.
  - Reduction in suspension /stand downs related to AoD.
  - Positive feedback from parents / whānau in health consultation.
  - Gathering data from the school community (eg *Wellbeing@School* and student surveys).
  - Increase in number of students who:
    - \* seek help for drug use
    - \* seek help for alcohol use.
  - Increase in student generated signage around the school portraying positive messages.
  - Reduced truancy
- Meeting regularly with collaborative partners and key school personnel (Deans, Deputy Principals, Head of Department Health, and Counsellor) to monitor survey findings or incident reviews.
- Celebrating the success of promoting a positive school culture.

Date of Confirmation by the Board of Trustees	29-06-2016
Reviewed	26 February 2020
Reviewed	27 June 2023



DRUG AND ALCOHOL POLICY - WORKFLOW