



**COOLMINE
COMMUNITY
SCHOOL**

**ALCOHOL
TOBACCO AND
SUBSTANCE
ABUSE
POLICY**

**SCOIL
PHOBAIL
CHÚILMHÍN**

**ALCÓIL, TOBAC,
AGUS MÍ-ÚSÁID
SUBSTAINTÍ**

**CLONSILLA, DUBLIN 15.
CLUAINSAILEACH, BAC 15.**

OUR MISSION STATEMENT

WE STRIVE TO CREATE AN
ATMOSPHERE OF MUTUAL
RESPECT WHICH PROMOTES
EXCELLENCE IN ALL
ASPECTS OF SCHOOL LIFE
AND ALLOWS INDIVIDUALS
TO REALISE THEIR FULL
POTENTIAL

Coolmine Community School – Alcohol, Tobacco and Substance Abuse Policy

OBJECTIVE / AIDHM

The central objective of the Alcohol, Tobacco and Substance Abuse Policy of Coolmine Community School is the care and protection of every young person in line with the Education Welfare Act, 1998 and the Education (Welfare) Act 2000.

Substance Applicable:

- All illegal drugs
- All alcohol and bi-products of alcohol
- Volatile substances/solvents
- Prescription drugs
- Legal substances such as tobacco products as well as those available in Headshops
- This list is not exhaustive

The world in which we live presents young people with many challenges that affect their health and well-being. Exposure to alcohol, tobacco and other harmful substances is part of this reality. The school provides information sessions and education programmes intended to increase the students awareness of the dangers associated with alcohol and drug abuse. It is hoped these will help students deal with any situations they may encounter which could lead to experimentation with alcohol, drugs and other substances. If an individual student experiences difficulties in this area, the school will Endeavour in support and assist the student to overcome the problem. When a student is considered to be involved in alcohol, drug or substance abuse, the school may request that Parents / Guardians make arrangements for the individual to attend a local doctor. The student should then undergo treatment to deal with the problem and provide the school with medical evidence that no substance abuse problem exists. A contract may be issued where further testing at regular intervals is required. For the common good, however, possession of any illegal substance whilst under the jurisdiction of the school cannot be accepted under any circumstances and will lead to automatic suspension or even permanent exclusion from the school.

This policy is focused on four key areas:

1. Alcohol, Tobacco and Substance Abuse Education Programmes
2. Managing Substance Abuse Incidents
3. Training and Staff Development
4. Monitoring Review and Evaluation of the policy

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1. ALCOHOL, TOBACCO AND SUBSTANCE ABUSE EDUCATION PROGRAMMES / CLÁIR OIDEACHAIS D'ALCÓL DO THOBAC AGUS DO MHÍ-ÚSÁID SUBSTÁINTÍ

The school Position

The school is committed to providing substance abuse education for all students, which will be incorporated into the Social, Personal and Health Education Programme currently running in the school.

Our education aspirations in relation to Substance Abuse education are:

- To increase the self-esteem and confidence of the students
- To equip students with personal and social skills
- To enable students to make informed healthy and responsible choices
- To provide honest information on drugs
- To minimise the harm caused by drug use by offering supportive interventions

These aspirations might be met through the following actions:

- Teachers involved in S.P.H.E. will be given the opportunity to avail of training
- Teachers will be offered Substance Abuse information and Substance Abuse Awareness on a regular basis
- Trained teachers are in the best position to carry out Substance Abuse Education but sometimes it may be appropriate to use an outside speaker to supplement or reinforce the work done in class.

Parents

Parents are to be made aware and informed of what is happening in the school with regards to Substance Abuse education.

2. MANAGING ALCOHOL, TOBACCO AND SUBSTANCE ABUSE INCIDENTS / AG DÉILÉAIL LE hEACHTRÍ LE MÍ-ÚSÁID SUBSTÁINTÍ

The school Approach

We acknowledge that in all situations involving drugs, there needs to be a balance between the need of the student and the needs of the school community and the reputation of the school.

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Listening, establishing the facts and support, will be our initial approach to the situation. Disciplinary procedures will be followed if the school rules are broken and this could ultimately lead to expulsion. In investigating drug related incidents, The Principal, Year Head, Caomhnair (class teacher), Guidance Counsellors, Parents and other key people may be involved. There may be a need to involve the other parents and teachers, appropriate supportive services, Health Authorities and the Gardaí. It may not be possible to give total confidentiality to the parties involved.

Drug incidents

The following are possible examples of a substance abuse incident:

- Emergencies when a person may be ill or unconscious
- Intoxication / unusual behaviour
- Suspicion of drug use, possession or dealing (selling / supplying)
- Disclosure to another person
- Possession of a legal / illegal drug on school premises or on a school related activity
- Selling / supplying legal / illegal drugs
- School grounds being used for drug activity
- Drugs or associated paraphernalia being found on a student and / or on school property
- Social Media/Mobile phone communication that raises concerns about substance abuse activity

Assessing a drug incident

In all cases where there is no immediate danger to the student/s, it is important to take time to assess the situation before responding. Where the person may be ill or unconscious medical help will be sought immediately and the parents/guardians notified. The person who first comes upon the incident will complete a Report Form for recording incidents involving Alcohol, Tobacco and Drug Use.

Recording Procedure

All staff members need to be aware of the signs of drug use and alert for changes in behaviour. Adolescence is a period of great change and rumour must not be taken as evidence of drug use. If a situation of confirmed use/possession or supply, then all the details will be recorded and acted upon. A written recorded procedure will be used.

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If a situation of confirmed use/possession or supply, then all the details will be recorded and acted upon. A written recorded procedure will be used. This procedure will ensure that a fair process of challenging the student about behaviour of concern is in place.

Dealing with an incident

When dealing with suspected or confirmed drug incidents, it is important that a limited number of people are involved. People will be informed on a ‘need to know’ basis. The Principal, Year Head, Guidance Counsellor and person/s directly involved with the case will be informed and all written documentation will be held by the Year Head and/or the Principal.

Counselling / Pastoral Care

Pastoral Care system is our first response to a drug incident.

For some students, their involvement with drugs maybe masking some underlying difficulties, and for others it may be a phase of experimentation. In response to all incidents pastoral support will be offered and referral to an appropriate service may be recommended.

Parents

This will be handled sensitively and wherever possible support offered

- Generally the School will contact the parents/guardians to inform them of the situation. It is expected that the parents/guardians will work closely and co-operate with School Personnel.

Gardaí

It is agreed that the Principal or designated person will contact the Juvenile Liaison Officer (JLO) in the event of a confirmed drug incident and any drugs found on the premises will be dealt with by the JLO.

Disciplinary Procedures

Where the school rules regarding alcohol, tobacco and drugs are broken, sanctions and punishments will be implemented, depending on the nature and severity of the offence. The response of the school will be consistent with school rules regarding other breaches of conduct. While the aim of the school is to keep students in the school system as long as

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possible, the school will try to balance the needs of the student/s involved, with those of the other students and wider school community. Issues of care and discipline will be considered when framing a response.

Confidentiality

Teachers cannot offer total confidentiality to a student who discloses drug involvement. We recognise the need for care in this area as the student may be coming to the teacher because they trust him/her and need help.

How this situation is handled will have an important bearing on the outcome. Information must remain private and only disclosed on a strict ‘need to know’ basis the student must be informed about what is happening and why. The well-being and welfare of the student and the teacher must be the prime focus.

Media

The Principal or a nominated spokesperson will handle all media queries. The school will not comment on individual cases but will refer to the school policy and the procedures in place to manage any drug related incident.

3. EDUCATION, TRAINING AND STAFF DEVELOPMENT / OIDEACHAS OILIÚINT AGUS FORBAIRT FOIRNE

Students

Drug education will be provided to students mainly through the Social, Personal, and Health Education Programme in the Junior Cycle and through the Religious Education and at Senior Cycle. Other cross-curricular events may be organised to raise students’ awareness.

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Staff

School management will ensure that staff members involved in delivering the Social, Personal, Health Education and Religious Education programme will receive training. staff will receive information and awareness training on a regular basis on drug related issues. This may be done in conjunction with information sessions / workshops for parents / BOM members.

Parents

School Management will give every assistance to the Parents' Association in providing drug information and raising drug awareness among parents.

4. MONITORING OF THE POLICY / FEITHEOIREACHT AN PITOLASAITHE

The In School Management Team will monitor the implementation of the policy to ensure that it is of practical benefit to the school.

Review of the policy

The Board of Management in consultation with the wider school community will review the policy annually, or in light of changing information or circumstances.

Evaluation

Teachers, Parents, Students, Board of Management and other relevant groups will be involved in the evaluation of this policy when it has been in place for one year.

Dissemination of the policy

Of the policy will be available on School Website for all stakeholders in the School community It will be given to all new staff and a summary of the policy printed in the Students' Journal. A copy of the full text will be freely available in the school on request.

Policy reviewed March / April 2016. Ratified on _____

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REPORT FORM FOR RECORDING INCIDENTS INVOLVING ALCOHOL, TOBACCO AND DRUGS.

Name of student: _____ Date: _____

Teacher: _____

What happened?

(Include only the facts. What was seen? What was said? Who was involved?)

Other students linked to this incident?

Any other comment?

Who was informed?

What action has been taken?



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