Alcohol, Illicit Drugs and Use of Prescription Medication Policy

Brighton Grammar School is committed to taking all reasonable steps to ensure that drug and alcohol abuse or dependency has no adverse impact on the health, safety, environment or efficiency of the staff, the students and the organisation.

Definition

For the purpose of this document, drugs shall be considered to be foreign substances introduced into the body that change its normal functioning.

A staff member is deemed to be impaired if there is an observable change in work performance or behaviour, due to the use of drugs or alcohol.

Rules

It is School policy that in the course of normal duties, whether on Brighton Grammar School property or not, on School camps, on excursions and organised occasions such as sporting, music and other functions where the employee is representing the School, staff are not permitted to:

- Consume alcohol without the prior and specific consent of the Headmaster;
- Be impaired by alcohol and/or drugs;
- Show any negative signs of intoxication;
- Buy, possess, supply, use or be under the influence of illicit drugs;
- Be at work under the influence of prescription medication which impairs their ability to fulfil the inherent requirements of their role;
- Use or distribute prescription medication in a manner not consistent with current instructions from a medical practitioner or prescribed for another person.

It should be noted that School events that fall on the weekend, such as Saturday sport or in the evening after a normal working day, such as School plays, music concerts or parent/teacher interviews, are considered to be a continuation of working hours. As such the above rules apply to such events.

Supervision of Students

Staff supervising students or attending School related functions or activities are expected to conduct themselves in a manner that presents a positive and professional role model to boys, colleagues and external parties.

In order to meet requirements inherent to the duty of care that a staff member holds for students, staff are expected to conduct these duties in a physical state which is unimpaired by alcohol, illicit drugs or prescription medication (which may have side effects that impair functioning).
Alcohol and Drug Testing

At the discretion of the Headmaster, a staff member may be subjected to an alcohol breath test or a professionally administered drug test, if their behaviour is deemed by a Head of School or other senior manager, to be impaired during working hours.

The alcohol breath test will be administered confidentially by a designated internal staff member. Should the breath test return a positive reading, sanctioning will be at the discretion of the Headmaster. This may include the need for further testing by a professional body to confirm the breath test reading. A staff member may be stood down while waiting for the results of a drug or alcohol test or during any subsequent investigation.

Sanctions

Sanctions will depend on the nature of the breach or conduct and circumstances; factors to be considered may include the previous conduct of the staff member at the sole discretion of the Headmaster. Sanctions may include:

- A requirement to participate in external counselling and education;
- Implementation of a performance management plan;
- Initiation of a disciplinary process;
- Issue of disciplinary warnings;
- Termination of employment.

Breaches of this policy in relation to the consumption of alcohol or attendance at work under the influence or after effects of alcohol are likely to be managed using the framework outlined above (subject to the severity, frequency or nature of the conduct).

Breaches of the policy which involve unlawful behaviour (including trafficking in drugs or the consumption of illicit substances) are likely to result in termination of employment and referral of the matter to Police.

Who is affected by this policy?

Children, families and staff

Review

The review will be conducted by:
* The Peter Toms ELC staff
* Families

Policy created: 14 February 2012
Review date: April 2016
Next Review date: April 2017