



**ALCOHOL, DRUG AND SUBSTANCE MISUSE
POLICY (STUDENTS)**

Process Area	Student Services
Reference Number	STS/017
Directorate	Client Services

Issue No	Date	Details	Author	Approved
001	Oct 13	First Issue	JMcK	GD
002	April 15	2 nd Issue revised to strengthen terminology re use of legal highs	JMCK	JQ
003	May 18	Reviewed with minor changes	RS	Governing Body
004	Apr 2021	Reviewed with changes to allow for a separate procedural note	RS	Governing Body

If requested, the College will make the policy available in alternative formats to accommodate visual impairments. The policy can also be downloaded from the College website and made available in alternative languages upon request.

1. POLICY STATEMENT

Southern Regional College places a high value on maintaining a healthy and safe learning environment for all its students.

The Alcohol, Drug and Substance Misuse Policy (Students) has been developed to assist the College in complying with the legislative requirements under the Health & Safety at Work (NI) Order 1978, Management of Health & Safety at Work Regulations 1999, the Psychoactive Substances Act (2016) and the Misuse of Drugs Act 1971.

The policy sets out the College's position with regard to students whose learning is impaired as a result of alcohol misuse, misuse of drugs (legal and illegal drugs) or misuse of other substances. The policy also clarifies the College's position for students for whom the use of alcohol, drugs or other substances is unacceptable. Such matters will be dealt with, as appropriate, under the College's policy on discipline.

The College will develop and issue a procedural note and guidance to support implementation of this policy including risk assessment and reporting and recording of incidents through the College's policy on discipline. The College will provide a range of information and education services to students on the impact of alcohol, drug and substance misuse on their health and wellbeing.

2. SCOPE

The policy is applicable to students enrolled at SRC, all of whom will be required to read and comply with this policy in the course of carrying out their studies within the College.

Students are encouraged to adopt a sensible approach to drinking alcohol in accordance with the UK government recommended safe limits. Subject to certain conditions, the consumption of alcohol during student-related social events may be permitted.

3. DEFINITIONS

Alcohol misuse	Level of drinking which affects students' learning or places the student or other students and staff at risk.
Drug misuse	Use of illegal drugs whether deliberate or unintentional.
Substance misuse	Any substance, misuse either intermittent or continual, which definitely and repeatedly interferes with a person's health, social functioning, and/or work capability or conduct, is regarded as problematic (e.g., glue, aerosol and legal highs).
Legal High	Legal highs are psychoactive drugs containing one or more chemical substances, which produce similar effects to illegal drugs (like cocaine , cannabis and ecstasy).
Drugs and Substances	As defined as illegal under the Misuse of Drugs Act 1971.

Disability Discrimination Act 1995	Under Disability Discrimination Act 1995, the definition of disability does not include the addiction to alcohol or any other substance, unless the addiction is a consequence of the administration of medically prescribed drugs or other medical treatment. Addiction is not regarded as a disability.
Drug	A drug is any chemical substance that brings about a change in a person's emotional state, body functioning or behaviour.

4. RESPONSIBILITIES

4.1 Chief Executive

The Chief Executive will:

- ensure that there is appropriate support and training for staff investigating all Alcohol, Drugs & Substance Abuse issues related to students.
- approve all guidance and procedural documents to be issued to students.

4.2 Director of Curriculum

Director of Curriculum will:

- provide guidance for the establishment of procedures and facilities to ensure that the Alcohol, Drug & Substance Abuse policy is adhered to.

4.3 All Staff

Staff are required to report to their Line Manager any behaviour or incident that they believe is related to alcohol, drugs or substance misuse or possession.

College managers have responsibility for ensuring that all potentially harmful substances are stored safely. However, any staff member who uses potentially harmful substances for teaching purposes is responsible for the supervision of students whilst in that class.

4.4 All Students

All students must:

- comply with the Alcohol, Drug & Substance Abuse Policy
- attend their place of learning (any campus or site which the Southern Regional College operates its learning or training activities from) free from the effects of alcohol, drugs or other substances which may impair judgement or cause adverse behaviour which would place the student or others at risk
- not have in their possession alcohol, drugs or substances on to any College premises, including premises where the College is providing services as a supplier or where the College is visiting an external venue for the purposes of delivering education or training (e.g. a trip or visit)

- not consume alcohol, drugs or substances on SRC premises or on educational visits or events organised by Southern Regional College.

All students shall take reasonable care for their own health and safety and for that of any other persons who may be affected by their acts or omissions. Any failure to comply with the Alcohol, Drug and Substance Misuse Policy (Students) will lead to appropriate disciplinary action.

All students are encouraged to report within the code of confidentiality any behaviour or incidents related to substance use or misuse and trading of substances by other students/staff to a member of staff. Allegations will be investigated sensitively and appropriately under the College's policy on discipline.

Where students are under the influence of prescription or legal drugs, used for diagnosed and documented medical conditions, they should notify the course/programme coordinator before undertaking any activity within the College. Students, in these circumstances, should provide all information about known side effects, particularly those likely to inhibit judgement or place the safety of themselves or others at risk. Additional information may be sought by the College before allowing any student to undertake tasks, which may place the student or others at risk. Any programme coordinator in possession of information pertaining to the legal use of prescription drugs that may inhibit judgement or place the student or others at risk should seek advice from the campus health and safety representative and/or line manager.

5. DISTRIBUTION

SRC Website
SRC SharePoint
SRC VLE

6. RELATED DOCUMENTS

Anti-Bullying Policy (Students)
College Counselling Service (Leaflet)
Control of Substances Hazardous to Health (COSHH) Policy
Disability Policy – All Staff
Disciplinary Policy – Students
Disciplinary Policy – Training for Success Participants
Equality and Good Relations Policy (Staff & Students)
Health and Safety Policies and Procedures
Learning Support Policy
Misuse of Drugs Act 1971
Relevant extant legislation and statutory requirements
Reporting and Recording of Accidents and Incidents Procedural Note EST/001/004
Risk Management Policy & Risk Assessment Procedural Note EST/001/003
Safeguarding Policy
Smoke Free Policy

Student Charter (Code of Practice)
Student Guide
Health and Well Being Policy (Staff & Students)
The Psychoactive Substances Act (2016)

7. REVIEW

The effectiveness of this policy will be monitored annually and reviewed every three years.