



## Diocese of York – Children and Youth Policy Documents

### Drugs and Alcohol Policy

Name of group/club	
Associated with (Name of Church)	

**This group/club is an alcohol and drugs free zone and operates a zero-tolerance policy.**

The misuse of Drugs Act 1971 places a responsibility to ensure that illegal activities related to drug use do not take place on the premises. This group/club does not agree with the abuse, misuse or the illegal supply of drugs or alcohol (including medicines and solvents as well as illegal substances like cannabis, amphetamines, ecstasy, LSD and heroin) and is committed to the health, safety and welfare of all members. Any drug/alcohol related incident will be individually considered and will balance the interests of an individual involved with those of the wider community.

This means:

- All participants are not allowed to bring, drink or use alcohol or drugs on site or at any activity or event run by this group/club, irrespective of age
- If participants are found in possession of drugs or alcohol on the premises these will be confiscated and dealt with according to the procedures below
- Participants under the influence of alcohol or drugs will be excluded from events and activities, but appropriate care will be taken to ensure that they are safe and well, and are able to get home
- Decisions will be made about further action taking into account the law, and what is in the best interests of the children and young people attending this group/club, according to the procedures below
- Total confidentiality cannot be promised to participants but where possible members of staff and volunteers will ensure that information provided is treated carefully and sensitively. The provider of any information will always be told what use is being made of it and their consent sought where necessary.

Procedure if participants are found in possession or under the influence of drugs or alcohol

- If any participants is found in possession of alcohol on the premises then the individual will be informed of the policy and they will be asked to leave or the alcohol will be confiscated and put in a secure location. If the alcohol belongs to an adult this will be returned to them at the end of the activity or event. If the owner is under-age then the alcohol will be disposed of by a member of staff or volunteer with a witness
- If a young person attempts to attend any sessions under the influence of alcohol, the person will be denied access, but attempts should be made to ensure that they can safely get home. The level of intoxication should be assessed to ascertain whether medical services need to be called.

In contacting parent(s) or carer(s) volunteers should where possible seek the consent of the young person. However, non-consent will not be a bar to the action. Contact with parents should always be made where there are serious implications for the health of a young person. In an emergency an ambulance will be called. Where no contact is made with parent(s) or carer(s), the staff member or volunteer should be able to justify this course of action if called upon to do so. All actions should be recorded appropriately.

- If members of staff or volunteers are found to be under the influence of drugs or alcohol at an event or activity, they will be asked to leave immediately and asked to attend an arranged appointment with the group/club leader and witness at a later date to discuss their behaviour
- If anyone is found in possession of drugs the volunteer or member of staff making the discovery must inform the group leader who will make a decision as to whether to involve the police. If the possessor is under the age of 18 and the police are involved then the parents/carers will also be informed of the actions taken. In contacting parents or carers consent of the young person should be sought where possible and explanation given as to why the action is being taken. However, non-consent will not be a bar to the action. Contact with parents should always be made where there are serious implications for the health of a young person, where the drug related incident is a repeat occurrence or where a drug supply incident is being investigated and where the police have or will be informed about the matter. Where no contact is made with parent(s) or carer(s), the group leader should be able to justify this course of action if called upon to do so.
- If anyone is found supplying drugs controlled by law under the Misuse of Drugs Act (supply includes sharing, giving away or selling) on the premises or attending events or activities, then the police will be informed.
- Staff members and volunteers are entitled in law to take possession of a suspected controlled drug in order to prevent a young person committing an offence and having done

so, then have a duty to hand the substance(s) to a police officer as soon as practicable. In seeking to take control of an alleged controlled substance from an individual, volunteers or staff members should not put themselves in physical danger if they believe the individual will not surrender the substance(s). In this case the matter should be reported to the police immediately.

- If drugs (excluding medicines) are found on premises or surrendered by individuals the drugs should be sealed in a plastic bag or box, labelled and put in a secured location by the staff member or volunteer finding them, and the matter reported to the group/club leader who will inform the police and request them to remove the drugs.
- Legal drugs or medicines that are required by participants but could potentially be misused should be stored securely ensuring that the participant and members of staff and volunteers know where and how to access it quickly in an emergency

## **SMOKING**

The Health Act 2006 banned smoking in enclosed or substantially enclosed public places and workplaces, including offices, schools and some bus shelters. As such this group/club has a legal responsibility to remain smoke free.

This means:

- Participants and volunteers over the legal age allowed to smoke are able to smoke outside the building, but only in any designated smoking area and away from the front of the venue.
- All doorways must be kept clear at all times in case of a fire, and cigarette ends and matches must be disposed of carefully to reduce fire hazard and environmental issues.
- Adults must not be seen to encourage young people to smoke, and volunteers or members of staff should not smoke whilst on duty
- If a young person is found to be misusing lighters/matches or rolling tobacco cigarettes then volunteers can confiscate these items until the young person leaves the centre.
- Young people on trips and activities may only smoke on activity breaks and in a designated area. This will be determined by the lead worker and/or the Activity Centre.
- Participants are not allowed to smoke on a mini-bus or any form of transport including staff members or volunteer's private vehicles.

I have read this document and agree to abide by the policies and procedures detailed above

Name	
Signature	
Date	