



Te One School

Currently under review

We are reviewing this policy for its content and how well the school implements it. To share your comments and rate its implementation, click the "Start your review" button. This policy's subtopics are also under review if they have a review button.

About the review process

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Alcohol, Drugs, and Other Harmful Substances Policy

Te One School maintains a learning environment free of alcohol, **drugs, and other harmful substances** to provide a physically and emotionally safe place for students, staff, and the school community (Health and Safety at Work Act 2015; Education and Training Act 2020). We comply with all relevant New Zealand legislation and take a whole-school wellbeing approach to alcohol, drugs, and other harmful substances.

If a student or staff member is potentially impaired by alcohol, drugs, or other harmful substances while at school, work, or attending a school-related event, the school has an obligation to manage the risk to ensure the safety of everyone.

Staff are made aware of this policy as part of their staff induction and as required. This policy also applies to anyone supervising students in any activity organised by, or on behalf of, the school (e.g. EOTC events).

Smoking and vaping are managed separately due to the Smokefree Environments and Regulated Products Act 1990. For legislation and school policy around smoking and vaping, see **Smokefree and Vapefree**.

Wellbeing approach to alcohol and drugs

In keeping with our whole-school approach to student and staff wellbeing, Te One School takes reasonable actions to protect our school community from the effects of alcohol, drugs, and other harmful substances. We are guided by a harm minimisation approach (as recommended by the New Zealand National Drugs Policy 2015–2020 and international evidence), which is strengths-based and focuses on prevention, early intervention, health promotion, and education.

We offer proactive support by:

- educating students, staff, and the school community about alcohol, drugs, and other harmful substances (e.g. through our curriculum and other educational programmes, as appropriate)
- keeping students engaged in their education and encouraging student involvement in co-curricular and extra-curricular activities
- providing pastoral care or engaging other support services, and encouraging students and staff to seek help if needed
- engaging with parents/caregivers of students if issues arise, as appropriate.

We follow our [Privacy Policy](#) at all times.

All staff should be aware of [▶ signs of impairment](#) in order to encourage a positive, safe, and healthy school environment that focuses on the prevention of alcohol and substance misuse.

Our [Behaviour Management](#) policy also outlines our intention to promote positive student behaviour and de-escalate challenging behaviour.

Policy requirements

At Te One School, no-one should:

- consume or use alcohol, drugs, or other harmful substances while on school grounds or during school-related activities
- attend school or school-related activities where there is a risk they are impaired due to having consumed or used alcohol, drugs, or other harmful substances beforehand
- possess or supply alcohol, drugs, and other harmful substances (including related items such as pipes) while on school grounds or during school-related activities.

There may be exceptions for alcohol where it has been approved at a school or social event outside school hours.

We do not offer alcohol as a prize for fundraising activities, such as raffles, as this is prohibited under the Gambling (Prohibited Property) Regulations 2005. See [Prohibited property for gambling](#) 

Students

Students must follow the policy requirements while on school grounds or taking part in school activities, and while wearing school uniform.

We have a separate policy to ensure student medication (prescription and non-prescription) is kept securely and taken appropriately. See [Medicines](#).

Students are encouraged to ask for help if they think they may have a problem with alcohol, drugs, or other harmful substances. Students approaching the school at their own initiative and asking for help is not treated as a breach of the policy and will be dealt with under our [Responding to Student Wellbeing Concerns](#) policy.

Staff

Staff must follow the policy requirements and maintain proper standards of integrity and conduct while on school grounds, carrying out their role, taking part in school-related activities, or while representing the school.

Staff must only use prescription and over-the-counter medication as directed and must:

- check whether there are any possible side effects that may cause impairment
- notify the principal (or their delegate) if using the medication may cause impairment
- cooperate with the school to seek information or medical advice about the effects of any prescribed medication and how to effectively manage this.

Any disclosures about risks of impairment in relation to medicine use are managed according to our [Personal Information](#) and [Privacy Policy](#).

If a staff member thinks they may have an alcohol and/or drug problem that may affect their work, they are encouraged to ask for help as soon as possible. If a disclosure is made at the initiative of a staff member, this is generally treated differently from a breach of the policy requirements, but the board must still ensure that staff are fit to perform their role. Staff are made aware of the Voluntary Impairment Assessment available from the Teaching Council. We follow relevant legislation (Education and Training Act 2020 and Teaching Council Amendment Rules 2023) and our privacy guidelines at all times.

Breaches

If a student or staff member breaches this policy, we follow the relevant procedures:

- **Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy**
- **Staff Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy**

A breach of this policy by any other person involved with the school (e.g. volunteers or members of the school community) is considered on a case-by-case basis by the board. Possible and known breaches are processed through the concerns and complaints process, and we are guided in our responses by the student and staff breaches policies and our community conduct expectations policy. See **Concerns and Complaints Policy** and **School Community Conduct Expectations**.

Related policies

- **Student Wellbeing and Safety**
- **Responding to Student Wellbeing Concerns**
- **Staff Wellbeing and Safety**
- **Staff Conduct**
- **Education Outside the Classroom (EOTC)**
- **EOTC Supervision**
- **Concerns and Complaints Policy**
- **Staff Induction**

Legislation

- Health and Safety at Work Act 2015
- Education and Training Act 2020
- Employment Relations Act 2000
- Teaching Council Amendment Rules 2023
- Privacy Act 2020
- Gambling Act 2003 (Gambling (Prohibited Property) Regulations 2005)

Resources

- Health and Physical Education: **Alcohol and other drug education** 
- Ministry of Health | Manatū Hauora: **National Drug Policy 2015 to 2020** 
- New Zealand Police | Ngā Pirihimana o Aotearoa: **Alcohol and other drug guidelines** 
- New Zealand Drug Foundation | Te Tūāpapa Tarukino o Aotearoa: **Education & Young People** 

Hei mihi | Acknowledgement

SchoolDocs appreciates the input of Rebecca Laney, associate at Anderson Lloyd Dunedin, in the legal review of this policy.

Release history: Term 4 2023, Term 3 2023, Term 2 2019

IN THIS SECTION

Alcohol at School and School Events

Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy

Staff Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy

Last review Term 4 2022

Topic type Core
