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| <b>Policy title</b>                           | Alcohol and Drugs Policy   |
| <b>Policy area</b>                            | Operations, Health and Safety – Staff/Students/Visitors  |
| <b>Policy available for Students – yes/no</b> | Yes  |
| <b>Policy detail</b>                          | <p>It is our aim to provide our students and staff with a safe physical and emotional environment. Ensuring our campus is alcohol and drug free plays an important part in achieving this.</p> <ol style="list-style-type: none"> <li>1. The use or possession of alcohol or illegal substances is not permitted on TLC property – this includes all buildings and grounds including those owned by the TLC Trust as well as vehicles and the TLC bus.</li> <li>2. TLC has a close relationship with the Taita community and the community constable may visit the campus from time to time.</li> <li>3. Now and then TLC will check its grounds and buildings for the presence of alcohol or illegal substances and may use the services of a drug detection agency, drug detector dogs and/or authorised staff to do this. If a dog makes a positive indication, authorised staff may request further checks of personal lockers, belongings or outer clothing.</li> <li>4. Any illicit drugs or items found will be dealt with in accordance with the MOE guidelines for the Surrender and Retention of Property and Searches 2014. Where drugs are of a trafficable quantity we are legally obliged to notify the police.</li> <li>5. People evading searches or refusing to produce/surrender drugs or alcohol will be noted and the information forwarded on to Culture and Employment to follow up. Possible outcomes are as outlined in Point 6 below.</li> <li>6. Culture and Employment will deal with any person under suspicion or found in the possession of drugs or alcohol on a case by case basis, considering all available information before deciding on an outcome. Possible outcomes may be: an immediate stand down from campus while the situation is investigated, referral to</li> </ol> |

the police, counselling and/or referral to an addiction support agency, a negotiated return to study, behaviour contract, suspension or withdrawal from study.

7. Any intoxicated persons will be asked to leave TLC property, and will be dealt with by Culture and Employment.
8. Please be aware that in situations where there is concern about personal safety or risk to others we may refer to outside agencies or notify the police.
9. Events that may involve alcohol, e.g. graduation will require the prior approval of Operations Group.

For further information please contact Culture and Employment directly or refer to the Ministry of Education's 'Guidelines For The Surrender And Retention Of Property And Searches'.

<http://www.minedu.govt.nz/Boards/SupportForBoards/SurrenderAndRetentionOfPropertyAndSearches.aspx>

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**Related Policy**

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**Date Created**

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**Review Dates**

December 2013, April 2018

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**Next Review Date**

April 2020

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**Links**

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