

Policy title	Alcohol and Drugs Policy
Policy area	Operational Management, Health and Safety – Staff/Students/Visitors
Policy available for Students – yes/no	Yes
Policy detail	<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"> 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 TLC vehicles. 2. 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. 3. 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. 4. People evading searches or refusing to produce/surrender drugs or alcohol will be noted and the information forwarded on to Culture & Employment to follow up. Possible outcomes are as outlined in Point 6 below. 5. The Operational Management team will deal with any person under suspicion or found in possession of drugs or alcohol on a case by case basis, considering all the available information before deciding on an outcome. Possible outcomes may be: an immediate stand down from campus while the situation is investigated, referral to the police, counselling and/or referral to an addiction support agency, a negotiated return to study, behaviour contract, suspension or withdrawal from study. 6. Any intoxicated persons (this relates both to alcohol and drugs) will be asked to leave TLC property, and NZ Police will be notified if required. The issue of their study or work at TLC will be dealt with by the Operational Management team. 7. Please be aware that in situations where there is concern for personal safety or risk to others we may refer to outside agencies or notify the police.

	<p>8. Events that may involve alcohol, e.g. graduation will require the prior approval of the Operational Management team.</p> <p>For further information please contact the Operational Management team - management@tlc.ac.nz directly or refer to the Ministry of Education's 'Guidelines For The Surrender And Retention Of Property And Searches'.</p>
Related Policy	
Date Created	
Review Dates	Dec 2013, Apr 2018, Oct 2019, Feb 2022, Apr 2023, Apr 2024, Sep 2024
Next Review Date	Sep 2025
Links	Ministry of Education's 'Guidelines For The Surrender And Retention Of Property And Searches'