

# Appendix 6 - Prohibited Substance Policy

A prohibited substance refers to any substance, whether legal or illegal that is not permitted to be possessed or consumed at a Department of Education school site. Cigarettes, E-cigarettes, alcohol, illicit drugs and some prescription medications fall into this category. Melville SHS will adopt the following process if a student is found to have or be under the influence of a prohibited substance.

## **Cigarettes / E-Cigarettes**

If a student is caught, observed or found to be smoking or vaping (or in possession of cigarettes or e-cigarettes) whilst at school, a school event or in school uniform;

### *All Offences*

- Student is referred to Student Services Manager
- Parents or Care Givers notified
- Formal Suspension
- Anti-Vaping Toolkit utilised in the educative process

## **Alcohol/ Illicit Drugs/ Prescription Drugs/ Solvents**

If a student has, is under the influence of, or is found to be consuming alcohol, illicit drugs, prescription drugs (in a manner contrary to the directions of the prescription) or solvents whilst at school, a school event or in school uniform;

### *All offences*

- Student is referred to Student Services Manager and or Community Health Nurse
- adequate steps are taken to ensure student safety (an ambulance may be called if required)
- Parents or Care Givers notified and requested to collect student immediately
- Police contacted for further advice/direction
- Formal Suspension

In all cases, any prohibited substances a student is found to have will be confiscated and disposed of under the direction of the police.

**REVIEW DATE:** (29 November 2023)

## **HISTORY OF CHANGES**

| Effective Date | Last update date | Policy Version no. | Portfolio Responsible for Review  | Notes |
|----------------|------------------|--------------------|-----------------------------------|-------|
| 29 Nov 2022    | 29 Nov 2022      | 1.0                | Deputy Principal Student Services |       |