



Cannabis, Alcohol and Illicit Drugs- Procedure

Further referred to as **Substances**; which are **NOT** permitted to be consumed on property, or for a student to return to Southeast Collegiate under the influence or impairment of **Substances**, or for the **Substances** to be present physically on property regardless of age of a student while in attendance at Southeast Collegiate.

1. Prevention Through Education

The aim of prevention programs is to promote the development of awareness, positive attitudes and skills which will produce appropriate behaviour, responsible decision-making, effective problem-solving and increased self-esteem. Approaches include:

a. Programming

Southeast shall encourage and support quality programs/activities/services concerning healthy lifestyle choices.

b. Professional Development

Professional development opportunities will be provided for all staff in the school and the lodge in order to heighten the level of awareness and knowledge of substance use and to assist with early identification of associated problems.

c. Communication

The school policy on substances shall be communicated to parents and students with support from the appropriate community-based youth or addiction workers through such means as:

- school newsletters/pamphlets
- student handbooks
- student council
- Southeast Collegiate Policies
- Life Skills classes/ by grades through presentations

2. Intervention and Consequences

The Director/Principal shall advise all staff that they are responsible for identifying students who, based on behaviour or performance, are suspected users of **substances** or are affected by someone else's use of **substances**, and for making the appropriate referrals via the docushare reporting system.

Consequences for those students who use and/or possess substances are:

a. First Offence

If a student is found in possession or appears to be under the influence of a **substance**, the staff member shall be responsible for reporting the incident via the incident reporting system in docushare.

- if evidence is available, take possession of the physical evidence, preferably in the presence of a witness, and record specific details (date, time, items, persons present, and context).
- evidence will be destroyed in the presence of another staff member
- parental contact is done immediately and student will be placed on the loss of privileges listing.
- if the staff member feels that the student should talk with a counsellor, a counselling referral sheet is filled to be filled out on docushare.

b. Second Offence

The same procedures will be followed as outlined for the first offence, and, at the discretion of the Director/Principal or designate, may result in counselling, treatment, progressive discipline or police contact.

c. Further Offences

i. Where it is apparent that continued **substance** use has detrimentally affected the education of the student or has become a safety issue for the student, the Director/Principal shall put the student on a contract in an attempt to facilitate a change in behavior. Failure to meet expectations may result in withdrawal from Southeast.

d. Supplying/Trafficking Offence

Where there are reasonable grounds for suspecting that a student is trafficking or supplying **substances** on Southeast property

- i. The Director/Principal shall meet with the student(s) to investigate the incident.
- ii. If the Director/Principal feels the student has in fact been supplying or trafficking **substances**, the Director/Principal will contact the student(s) Parent/Guardian immediately and advise them of the seriousness of the call.
- iii. The Director/Principal in consultation with the Board Chairperson shall determine if the student will be expelled based upon the policy for expulsion of students, or if a withdrawal will be sufficient.

Adoption Date: August 21/12	Revision Date: November 02/18
-----------------------------	-------------------------------