

REVISED AUGUST 2020



# LORETO CONVENT SCHOOL

## AMDG

### DRUG POLICY

It is not permissible for any pupil to use drugs, or to bring drugs to school, or to come to school under the influence of drugs. In order to ensure that Loreto Convent School is maintained as a drug-free environment, strict measures such as suspension or expulsion will be instituted in the case of any breach of this policy.

#### DEFINITION

For the purposes of this policy, drugs are defined as substances which have the potential to be abused, which would include alcohol, tobacco, solvents, over the counter and prescribed drugs and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD, etc.

#### 1. JURISDICTION OF THE POLICY

The jurisdiction of the Loreto Convent School Drug Policy includes the following:

- 1.1 The possession and or use of such drugs in school, during the school day, while travelling to/from school or at school events both in and out of uniform is inappropriate.
- 1.2 The drugs covered by this policy are not to be bought, sold or otherwise exchanged or brought onto school premises during the school day or while learners are on school visits.
- 1.3 Whenever a learner is in school uniform, or is recognised as a pupil of the school.
- 1.4 Whenever the conduct of a learner at a place or time not covered by the above nonetheless affects fellow pupils, staff or the pupils own performance or brings the school into disrepute.
- 1.5 Loreto Convent School reserves the right to do random screening tests for drugs to any learner where there is the slightest suspicion of drug abuse.

## **2. PROCEDURES FOR DEALING WITH PROBLEMS OF DRUG USE AND DEPENDENCY**

The following procedures will serve as the primary guidelines for dealing with issues of drug use and dependency where counselling and rehabilitation is our main target.

- 2.1 If there is reason to believe that a learner is using drugs or abusing alcohol, the case will be referred to a member of the SMT.
- 2.2 This person will take all the necessary steps to investigate the seriousness or otherwise of the problem. These steps will include drug testing, investigating, interviewing and referring where appropriate. Written or recorded records will be taken. All information will be treated as confidential.
- 2.3 Outside school premises: If the learner admits to drug use and seeks assistance, or self-refers, support will be given and outside agencies (where necessary) and parents consulted. A letter/contract for rehabilitation will be drafted and signed by the learner, the parents/legal guardians and the Principal. Provided that the treatment is adhered to, and that fellow learners and staff members will not be adversely affected, no disciplinary action will be instituted. If however, the contract is not adhered to, the school reserves the right to institute disciplinary procedures at a later stage.
- 2.4 After a positive screening test, regardless if the learner admits or denies drug use, parents will be notified. The school will also send the urine sample off for testing by a professional laboratory. The learner will be suspended immediately and the parents will be informed that such behaviour is subject to disciplinary action as outlined below.

## **3. DISCIPLINARY ACTION**

- 3.1 Disciplinary action will be taken according to the norms and procedures of the school and may involve suspension or expulsion as outlined by the school's Code of Conduct and the Discipline Policy.
- 3.2 Careful assessment will take place with regard to every case and action taken will be commensurate with the severity of the case, the previous disciplinary record of the learner concerned, any possible coercion or intimidation which may have taken place and the subsequent reaction of the learner involved.
- 3.3 If a learner is suspected of being under the influence of drugs whilst at school, and assessment appears to validate concerns, the learner will be isolated from others, parents will be called and required to take responsibility for the learner. The learner will be suspended until a disciplinary hearing can take place.
- 3.4 Possession of drugs on the school property or the provision of drugs to others is regarded as a particularly serious breach of this policy and may result in immediate expulsion without following the other procedures under this policy.

3.5 The school will, if it considers it necessary, request the intervention of the South African Police Services (SAPS).

#### 4. TESTING FOR DRUG USE

4.1 The member of the SMT may, with the approval of the Principal, request testing for substances by a trained staff member and later by a professional or appropriate agency. The SAPS can be called upon, in such cases.

4.2 Parents will be liable for the cost of testing in all cases where the testing is positive.

4.3 Refusal to consent to a test or to undergo a test may lead to the inference being drawn that the learner has breached the policy. The school may proceed with appropriate disciplinary action.

#### 5. DEALING DRUGS

5.1 Where a learner is distributing and/or selling drugs at school, that learner is liable for immediate expulsion.

5.2 The school will contact the parents, and may refer the matter to the police for further action.

#### 6. CONFIDENTIALITY

6.1 The confidentiality of the learner and the family will be safeguarded at all times throughout any procedures contemplated in this policy.

6.2 The number of people receiving information will be kept to the minimum by the Principal.

6.3 Information will only be shared if, in the opinion of the Principal, it is in the interest of the learner, it is necessary or of therapeutic benefit to the learner, or if permission has been granted by the learner or the learner's parents/legal guardian.

Signatures:



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Mrs Truter  
Executive Principal



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Ms Alves  
HS Deputy Principal



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Ms Hill  
PS Deputy Principal