**Substance Use Policy**

1. **Policy**

**1.0 Substance Use**

* The school does not accept or tolerate the possession, use or intent to supply of banned or prohibited substances - illicit drugs, alcohol and tobacco.
* Not prohibited in the school building, grounds including the Bus Bay, on school trips, outings or during any school related activity.
* The school reserves the right to determine that any such substance found at the school qualifies as a banned or prohibited substance

 ***1.1 Medication***

* Properly prescribed medical drugs may be taken on school on receipt of written notification from Parents/Gaurdians
* The school must be informed if a student has a medical condition and a special record of students with medical issues will be held in the school.
* Only a supply of the medication sufficient for the day and for the student's individual use should be brought into school.
* Chemicals in school laboratories will be under lock and key. Students will handle and use these substances only under teacher supervision.
* This policy applies to all students and other users of the school premises (including parents, staff, contract workers, visitors, and those attending evening classes)#
	1. ***Smoking***
* Is prohibited on the school premises/grounds - The reporting teacher will record the incident in the Student Journal and file. The action taken and the sanction imposed should be recorded
* All substance use related incidents will be reported to Senior Management\*

***1.3 Alcohol or Illicit Drug Incidents –***

* A written report of the incident, kept by the Principal in a separate file for substance related incidents. The student is informed of same. Concerns or incidents around substance use are kept in a Concerns File but no discipline action is taken on foot of same, until proven, at which time a report is put on file ***The incident is not recorded in the student's normal file. However reference should be made in the normal file pointing to further information available from the Principal. The Student is informed of same.***
1. **Procedures & Sanctions**
* Confidentiality cannot be guaranteed to students regarding information relating to incidents in breach of this policy.
* Parents will be notified at the earliest opportunity if their son or daughter is involved in a substance use related incident.
* Consulting with/Involving Gardaí **-** incidents involving the supply\* of substances for illicit use it is the policy of this school to consult Gardaí.
* ***\*Sharing drugs may be seen as supply. It is not necessary for money to change hands***
* Sanctions including suspension or exclusion may be imposed depending on the seriousness of the incident
* If suspected substance use leads to indiscipline resulting in suspension, parents may be required to have a student drug tested before return to school.
* This school retains the right to search any part of school property if there is reasonable cause to believe a substance in breach of this policy may be contained therein. If they refuse the school bag may be confiscated or a section of lockers put out of bounds and access denied until the Gardaí are consulted about conducting a search
* The use of aerosols is also discouraged on the school premises.