

## ALCOHOL AND DRUG USE

### Background

All Division personnel are expected to uphold the law in preventing the unlawful possession, use, supplying, trafficking, distribution, and/or selling of alcohol, solvents, intoxicants, controlled drugs, restricted drugs or narcotics.

### Procedures

1. The principal will ensure that all staff in his/her school are informed regarding the procedures to be followed when dealing with instances of drug and/or alcohol use.
  - 1.1. When a student is suspected or found to be in possession of or under the influence of lawful and unlawful substances or in the possession of drug paraphernalia within a school, on Division property, or during an activity sponsored or approved by the Division, the staff member shall report the incident to the principal. The principal or designate shall refer to the Good Spirit School Division Alcohol and Drug Flowchart (AP354 Appendix A).
    - 1.1.1. The principal or designate shall immediately contact a parent/guardian when a student is found to be under the influence of a substance.
  - 1.2. When the student's health and well-being is at risk the principal or designate is to seek medical attention for the student immediately. The required medical treatment shall be provided pursuant to Administrative Procedure 315 – Illness/Injuries At School and Administrative Procedure 553 - Transportation of Ill or Injured Students.
  - 1.3. When a student is found or suspected to be engaged in activities characterized as trafficking, distributing, or selling lawful or unlawful substances within a school, on Division property or during an activity sponsored or approved by the Division, the staff member shall report the incident to the principal or designate.
    - 1.3.1 The Principal shall report the incident to the RCMP immediately.
    - 1.3.2 Due to the severity of this activity, a suspension of 10 days will be administered. The principal or designate should then refer to the Good Spirit School Division Alcohol and Drug Flowchart (AP354 Appendix A). The principal will contact their Superintendent of Education to notify him/her of the suspension.
  - 1.4. Any illegal substance confiscated or found by staff members on Division property or while involved in an activity sponsored or approved by the Division shall be turned over to the Principal or designate to provide to the RCMP for disposal.
    - 1.4.1. If the substance is confiscated or found by staff members during an activity sponsored or approved by the Division outside of your local community the staff member shall contact the RCMP immediately.

- 1.5. The principal or designate shall ensure that all staff members in the school are informed or advised in regard to the appropriate handling of issues resulting from the possession, distribution or use of lawful and unlawful substances. The principal or designate will refer to Administrative Procedure 356 Searches by School Authorities for additional guidelines.
  
2. In the event that medically prescribed cannabis must be administered at school, the principal or designate will ensure that the provisions of Administrative Procedure 316 Administration of Medication to Students are adhered to.

References: Section 85, 87, 152, 153, 154, 155, 175 Education Act  
Administrative Procedure 354 Appendices A, B & C  
Administrative Procedure 315 Illness/Injuries At School Administrative Procedure 356 Searches by School Authorities  
Administrative Procedure 553 Transportation of Ill or Injured Students  
Administrative Procedure 316 Administration of Medication to Students

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