

Purpose

ACT 2 CAM is committed to providing a safe, supportive, and professional environment for all students, staff, volunteers, contractors, and visitors. This policy aims to:

- Prevent substance misuse on ACT 2 CAM premises or during off-site activities.
 - Ensure early intervention and appropriate support for students or staff affected by drugs or alcohol.
 - Protect the health, safety, and welfare of the ACT 2 CAM community.
 - Link closely to **Safeguarding & Child Protection, Behaviour Management, and Health & Safety Policies.**
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Scope

This policy applies to:

- All students and young people participating in ACT 2 CAM activities.
 - All staff, tutors, volunteers, contractors, and visitors.
 - On-site activities, off-site workshops, rehearsals, filming, and any ACT 2 CAM-related event.
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Definitions

- **Drugs:** Includes illegal substances, legal highs, prescription drugs used improperly, or other psychoactive substances.
 - **Alcohol:** Includes any beverage containing alcohol consumed during ACT 2 CAM activities or on premises.
 - **Substance Misuse:** The use, possession, or supply of drugs or alcohol in ways that are illegal, unsafe, or contrary to ACT 2 CAM rules.
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Key Principles

1. Zero Tolerance On-Site:

- No student may consume, possess, or supply drugs or alcohol on ACT 2 CAM premises or during off-site activities.
- Staff, volunteers, and contractors must not attend under the influence of drugs or alcohol.

2. Safeguarding First:

- Substance misuse may constitute a **safeguarding concern**.
- All suspected or confirmed cases involving students must be reported immediately to the **Designated Safeguarding Lead (DSL)** (Stephen Woods: 07973 869477; Deputy: Tanya Card 07525 835655).
- DSL will follow safeguarding procedures, including referral to multi-agency support or child protection authorities if required.

3. Health & Safety:

- Impairment from substances is a **health & safety risk** to self and others.
- Offending staff or students may be removed from activities immediately to maintain safety.

4. Confidential Support:

- ACT 2 CAM encourages those affected by substance misuse to seek help.
- Support may include referral to local counselling, medical services, or external youth support organisations.

Procedures

Students / Young People

1. Identification

- Staff should monitor for signs of substance misuse: unusual behaviour, smell, physical symptoms, or possession of substances.

2. Immediate Response

- Remove the student safely from the activity if necessary.
- Ensure welfare and safety first.
- Notify DSL immediately.

3. Investigation & Support

- DSL conducts a confidential review.
- Parents/carers are informed.
- Risk assessment may determine further participation, disciplinary action, or referral to external services.

4. Follow-Up

- Document the incident and actions taken.
- Review the effectiveness of interventions and consider curriculum support (e.g., online safety, consent, personal safety education).

Staff, Volunteers, Contractors

1. Identification

- Observe and respond to signs of impairment at work or during off-site activities.

2. Immediate Action

- Remove impaired staff from activity areas.
- Notify Headteacher or Director.

3. Investigation

- Formal investigation per **Disciplinary Procedure**.
- Consider referral to counselling, occupational health, or professional bodies.

4. Consequences

- Breaches may result in formal disciplinary action, up to and including termination.

Prevention & Education

- **Induction & Training:** All staff and volunteers receive briefings on substance misuse and safeguarding links.
- **Student Awareness:** Age-appropriate education during workshops, role-play, and digital safety sessions.
- **Signage & Rules:** Clear communication of zero-tolerance rules for on-site activities and off-site events.

Integration With Other Policies

- **Safeguarding & Child Protection Policy:** Substance misuse involving students is treated as a potential safeguarding concern.
- **Behaviour Management Policy:** Breaches of the substance policy may trigger behaviour management processes.
- **Health & Safety Policy:** Staff and student safety are paramount during all substance-related incidents.

Confidentiality

- All reports and investigations are treated confidentially.
- Information is shared **only on a need-to-know basis**, in line with safeguarding and legal obligations.

Monitoring & Review

- The policy is reviewed annually or sooner if legislation, guidance, or operational requirements change.
- **Last reviewed:** January 2025

Drug and Alcohol Policy 2026



Reviewed annually or sooner if legislation, guidance, or operational requirements change.

Externally Audited: January 2026

Next review: January 2027