ALCOHOL / DRUG POLICY

Policy Title	**Alcohol / Drug Policy**
Policy Review Date	
Policy Reviewed by	

It is Phoenix Rising policy to keep the project and site drugs (illegal) free and to work within the law.

This policy applies equally to paid employees and volunteers.

INTRODUCTION

The term drugs relate to either illegal drugs or the illegal use of drugs. The premises mean all buildings and grounds including the Brent Hub and Roundwood Youth Centre

The premises, including the surrounding area and grounds will be regularly checked by staff and the caretaker. If drugs are found they will be disposed of and the police informed.

Alcohol/Drugs cannot be made on the premises Alcohol/Drugs cannot be sold on the premises. Anyone caught selling or making drugs will be reported to the police.

Anyone caught using, under the influence of or possessing drugs on the premises will be asked to leave, if they refuse the police will be called.

If this happens:

- Be aware of your and other's safety
- Be aware of their safety
- If there are any signs of violence call the police
- If there are any signs of medical needs call the ambulance service
- Make a record of the incident and inform your manager//leader. An incident report should be filled in

A. DURING SESSIONS WITH OR FOR CHILDREN AND YOUNG PEOPLE:

- Alcohol/Drugs cannot be used on the premises
- Alcohol/Drugs cannot be brought onto the premises

Anyone caught using, under the influence of or possessing drugs will be asked to leave, if they refuse the police will be called.

If this happens:

- Be aware of their safety
- Be aware of your and other's safety
- If there are any signs of violence call the police
- If there are any signs of medical needs call the ambulance service
- Make a record of the incident and inform the manager/leader
- An incident report should be filled in

Children and young people should have regular information in different forms about the misuse of drugs and alcohol and the law. There should be help lines etc on display. This is the responsibility of the manager/leader of the groups

B. GROUPS WHERE USERS ARE TRANSPORTED TO OR COLLECTED FROM CENTRES

If a user who is transported to the centres is found to be under the influence of drugs or alcohol then they should be asked to remain in a place where there is no risk to others or themselves. Further actions should be discussed with them, if possible, and the Safeguarding Vulnerable Adults policy should be consulted.

C. EXTERNAL CENTRES

If anyone arrives on the premises under the influence of drugs or alcohol you should:

- Consult the Safeguarding Vulnerable Adults policy
- Make sure they are kept safe
- Contact their relatives (with consideration of their confidentiality)
- Carry out a risk assessment around their care plan/medication.
- Be aware of the safety of others and yourself
- If there are any signs of violence call the police
- If there are any signs of medical needs call the ambulance service
- Make a record of the incidents and inform the manager/leader
- An incident report should be filled in

Staff should know who can drink and who can't this should be recorded on their care plan

D. ALCOHOL IN A SOCIAL SETTING

If alcohol is being served at a social or fundraising setting then:

- It should be used/served within the law
- Children and young people will be the responsibility of their parents but if parents are not there or not around all adults are responsible for ensuring that young people and children (under 18) do not drink alcohol
- Adults should be encouraged not to drink to excess
- Adults should be protected from driving if it is felt they are over the limit
- Those serving alcohol should be mindful of their responsibilities to children and young people

IN OUR POLICIES:

'Board' refers to the Boards, committees or legal entities that govern the Phoenix Rising organisation.

'Manager/leader' refers to people who are in charge of various activities across the Phoenix Rising organisations. They may be paid staff or volunteer