



Drugs, alcohol abuse and possession of Weapons Policy

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1. Introduction

- 1.1. Dō University (hereinafter referred to as the Group) aims to provide students with the knowledge, attitude and skills necessary to make informed decisions about drugs, alcohol, illegal substances and weapons through a combination of education and prevention.
- 1.2. The Group recognizes that a positive attitude helps students feel valued and part of the community. This fosters a positive self-image, which can help them better cope with situations involving drugs, alcohol, substance abuse, or the possession or use of weapons.
- 1.3. The Group is committed to the well-being, health, and safety of all its students and will take steps to safeguard them. However, the Group also recognizes that individuals may occasionally take risks, and that for some, drug, alcohol, and substance abuse is one of these risks.
- 1.4. The Group is committed to equal opportunities, which it intends to be an integral part of university life. The goal is to create an environment where people treat each other with mutual respect, regardless of age, race, color, gender, marital status, disability, religion, or sexual orientation.

2. Scope of the policy

- 2.1. This procedure applies to all students.

This policy should be read in conjunction with:

- Care, support and medication policy
- Computer security policy
- Acceptable Use Policy
- Freedom of Expression Policy and Guest Speakers
- Data Protection Policy
- Whistleblowing policy and procedure
- Positive behavior management (including study skills)
- CCG Protection of students, apprentices and adults at risk

3. General description and details of the policy

3.1. Occasionally, problems arise related to drug, alcohol, and/or substance use by students outside the Group, creating problems both on and off campus. The same applies if a student possesses a weapon, both on and off campus. This Policy is necessary so that staff know how to respond and to clarify to students the Group's position and the measures that can be taken. Both drug problems and weapon possession have the added dimension of legal consequences, which can be complicated to manage.

3.2. The Group expressly prohibits any user of its facilities from possessing, supplying, manufacturing, or distributing illegal drugs, as defined in the Misuse of Drugs Act 1971 (classes A, B, and C). This applies, among other things, to:

- Class A Heroin (diamorphine), methadone, cocaine (including crack), LSD, ecstasy (MDMA), magic mushrooms, crystal methamphetamine.
- Class B Amphetamines (speed), ketamine, barbiturates, codeine, cannabis (herb, resin or oil) and would also cover some synthetic cannabis, such as Spice.
- Class C Any prescription medication a person has in your possession if you are not authorized to have it; this includes, but is not limited to, medications such as Valium, Xanax (Zanies), and anabolic steroids. **Nitrous oxide has recently been added to this category.**

3.3. The Group is committed to reducing the use of drugs, alcohol, and/or other substances on its premises or at Group-organized activities. The Group does not endorse the use of these substances and expressly prohibits the possession of items that could be classified as drug paraphernalia, such as grinders, firecrackers, bongs, etc.

3.4. This Policy aims to ensure consistency in the Group's approach to drug, alcohol, or substance abuse, as well as the possession of weapons on its premises, both in terms of its legal obligations and the treatment of those affected.

3.5. It is important that each student be treated individually in a consistent and fair manner, regardless of any biases that may exist, and taking into account the seriousness and potential illegality of their behavior.

- 3.6. In the first instance, any incident involving drugs, alcohol, and/or substances will be submitted to the Group's Student Referral Procedure and will involve: University Community Support Officers (CCSOs) and/or the appropriate managers. The police may become involved depending on the circumstances. The Misuse of Drugs Act 1971 criminalizes the possession or supply of certain drugs and allows individuals to seize an illegal drug to prevent another person from committing a crime, provided they hand it over to a member of the safeguarding team.
- 3.7. The Psychoactive Substances Act came into force on 26 May 2016. This Act criminalizes the production, supply, offering to supply, and possession with intent to supply of any substance intended for human consumption that is capable of producing a psychoactive effect. Psychoactive substances include:
- Synthetic cannabis spice
 - Poppers
 - CBD-infused products
- 3.8. This policy does not cover medications used to treat medical conditions, such as the common cold, headaches, and infections.
- 3.9. If the consumer or supplier of drugs, alcohol, or substances is an employee of the Group, the matter will be governed by the Group's employment policies and procedures, including the section on serious misconduct.
- 3.10. This policy aims to ensure that the Group is consistent in its management of Possession of weapons on campus is prohibited, in accordance with UK law. Students who use tools (including knives) during their university studies must store them in a secure location when not in use.

4. Education, intervention and referral

- 4.1. Education: Promotional events are held around drugs, alcohol, and other substances to raise awareness.
- 4.2. Intervention and Referral: It is recognized that drug, alcohol, and/or substance abuse can affect a student's academic performance, mental health, and/or physical well-being. In some cases, the impact of this abuse may be concerning to other students and staff. In these situations, the Group ensures that support and guidance are available to all.
- 4.3. Students who have concerns about their own consumption of substance abuse or a friend can seek support from their pastoral support tutors, the counselling team, a member of the welfare and safeguarding team or external Substance Abuse Services; all will be able to offer them advice and support.

Staff who have concerns about a student's substance use may seek advice from the Pastoral Support Tutors, the Counseling Team, a member of the Wellbeing and Safeguarding Team, or external Substance Misuse Services. If necessary, a case meeting may be arranged to discuss the issues and concerns, and, where possible, the student involved will be invited to attend and contribute to the discussion. With the student's consent, a

Request assistance from their parents or guardians. The purpose of the case conference is to facilitate an honest and frank discussion about concerns and allow both the student and staff to better understand the situation.

5. Disruptive or dangerous behavior

5.1. Drug, alcohol, and/or substance use affects an individual's perceptions and behavior in a variety of ways.

5.2. The CCSO, the Duty Safeguarding Officer, the Head of Learning, or the Teaching and Learning Manager must be contacted if a student attends the Group while under the influence of drugs, alcohol, or other substances. They will endeavor to arrange an appropriate place for the student to leave. If necessary, a taxi can be called from the area. If a student is under 18 years of age, their parents/guardians must be contacted from the area to collect them. If the student is staying in Group accommodation, the relevant Accommodation team member and the Duty Safeguarding Officer must be notified. They will take the necessary steps to ensure the student's safety. Depending on the severity of the incident, the police may be called.

5.3. The Group Student Referral Procedure will be initiated at the appropriate time with the student involved and relevant staff members.

5.4. If staff have reasonable suspicion or find any student with an illegal substance, alcohol or drug paraphernalia, or with a weapon, in accordance with the Drug Abuse Act of 1971, the following procedure shall apply:

5.4.1. Report to the Head of Learning/Teaching and Learning Manager, CCSO, Officer Protection Officer on Duty, who will decide whether registration is required. If required, follow the registration process in Appendix A.

6. University accommodation

6.1. The contracts and terms and conditions governing all Group accommodation, signed prior to occupancy, clearly state that if any illegal substances, as described in section 3.2 of this Policy, are found on the premises, or if students are suspected of being in possession of related paraphernalia, or under the influence of illegal/psychoactive substances, as described in section 3.7 of this Policy, or if they are found in possession of a weapon, as described in section 3.10 of this Policy, Annex A of this Policy will apply (on weekends and after 5:00 p.m., the Duty Supervisor, along with a second member of the accommodation team, will be responsible for confiscating any items and safekeeping them until handed over to the safeguarding team); the residence agreement may be terminated. This will be done through the Student Referral Procedure of the

Group. This applies to all students, regardless of age. The police will be called if appropriate. The on-duty staff member must be contacted and informed, and the parent/guardian/agent will be notified if the student is under 18.

6.2. Residents over the age of 18 in any Group accommodation, whether inside or outside the Group premises, may possess alcohol.

6.3. Host families must contact the appropriate member of the Accommodation team if they suspect that a student under the age of 18 has alcohol or illegal substances, as described in section 3.2 of this Policy, psychoactive substances, as described in section 3.7 of this Policy, related paraphernalia on their body or in their room, or is in possession of a weapon, as described in section 3.10 of this Policy. The Accommodation team will follow the procedures described in section 6.1 of this Policy. The police will be called if appropriate.

6.4. Host families must contact the appropriate member of the Accommodation team if they suspect that a student over 18 years of age possesses illegal substances, as described in section 3.2 of this Policy, psychoactive substances, as described in section 3.7 of this Policy, or related paraphernalia on their person or in their room. The Accommodation team will follow the procedures described in section 6.1 of this Policy. The police will be called if appropriate.

6.5. Student residence supervisors have the authority to conduct room searches in accordance with Section 85AA of the Higher and Further Education Act 1992.

7. Possession of weapons – Legislation

The following legislation relates to the College's ability to search for weapons:

Education and Inspections Act 2006, Section 165 (Power of staff members of higher education institutions to use force), which inserts Section 85C into the Higher and Further Education Act 1992 (C.13).

The Violent Crime Reduction Act of 2006, Section 46, authorizes the principal or a staff member authorized by the principal to search students at an institution of higher education for weapons if they have reasonable grounds to suspect that the student or person in question possesses a weapon. Persons authorized by the principal to search for weapons may use reasonable force under the circumstances in exercising this authority.

Section 4 of the Offensive Weapons Act (1996) makes it an offense to possess a bladed or pointed article (or an offensive weapon) on the premises of a university, etc. Under Section 4(4), a person is entitled to a defense if the article in question is used for religious reasons or as part of national costume. (See Schedule C)

8. Consequences

In the event of a breach or suspected breach, on reasonable grounds, in accordance with the provisions of the Misuse of Drugs Act (1971) or the Health and Safety at Work Act (1974), the following procedure shall apply:

- Invocation of Stage 4 of the Student Referral Process
- Possible exclusion until the Stage 4 meeting
- Parents or guardians will be informed if the student is under 18 years of age.
- The police may be informed

8.1. Following the Stage 4 meeting, one or more of the following actions will be taken:

- Set goals to stay in college
- Support from the College's internal services
- Referral to Counseling or Wellness teams
- Referral to the appropriate external agency
- Stage 4 Review
- Possible exclusion

9. State of politics

This policy has been approved by the Group Leadership Team.

This Policy has been assessed for impact to ensure that it does not negatively affect staff or students on the basis of disability, gender, or race.

The Executive Director will periodically review the operation of this Policy. It may be reviewed and amended periodically by the Protection and Prevention Council. and approved by the Group Leadership.

Approval date: March 2025

Approved by: Group Leadership Team

Implementation date: March 2025

Review date: March 2025

Appendix A – Student Search Record

Student Search Record	
Date:	Time:
Location: (including room number if it is a university residence)	
Name(s) of personnel involved in the search:	
Data of the student(s) being searched for: Student accepted voluntary registration Student refused voluntary registration	
Student ID number:	Course:
Reason for search: Suspected drug/alcohol use Suspected possession of a weapon Suspected possession of objects stolen Suspected possession of pornographic images Suspected possession of drugs/alcohol	
Suspicion details: (description of what motivated the search)	
Details of what was found:	
Date and time provided to the protection team:	
Signature(s) of personnel involved:	
Student signature	
Parent/Guardian/Agent Contacted Yeah No	

Once completed, please return this form to the safeguarding drop box located at the site where the search was conducted and complete an S3 form for the student(s) involved.

Instructions for searching for students:

Searches are used to detect prohibited items as defined in the subsection (3) of Section 550ZA of the Education Act 1996. These include:

- Knives and weapons
- Alcohol
- illegal drugs
- stolen items
- Pornographic images
- Any item that the staff member reasonably suspects
that has been or is likely to be used to commit a crime or cause personal injury or property damage.

Before a search:

Consider whether there are reasonable grounds to suspect that the student is in possession of a prohibited item.

The authorized staff member conducting the search must explain to the student the purpose, how, and where the search will be conducted, and give them the opportunity to ask questions. The student must be informed whether the staff member is wearing a body camera.

The authorized staff member must always request the student's cooperation before conducting a search. If the student refuses, the staff member must explain the next steps. Parents/guardians will be contacted, and if the student is suspected of possessing a weapon, the police will be contacted. If the student is suspected of being under the influence of drugs or alcohol, they will be asked to leave the premises, and parents/guardians will be contacted.

During a search:

The staff member conducting the search must be of the same sex as the student being searched. The exception to this rule only applies if the staff member conducting the search reasonably believes there is a risk of serious harm to a person if the search is not carried out urgently.

If the student identifies as transgender or non-binary, they should be asked what gender of staff they would like to conduct the search.

A second staff member must be present to witness the search.

An appropriate location should be found to conduct the search, away from other students, but within university premises or where the staff member has legal control or is in charge of the student, for example, on a school trip.

Ask the student to voluntarily hand over the item(s). Ask if they have any other possessions.

A student may only be required to remove outer clothing, i.e., clothing that is not in contact with the skin or immediately over underwear, but a staff member may require the student to remove a hat, gloves, scarf, or shoes.

The staff member may conduct a voluntary search of the student's belongings, such as their bag or locker.

Whenever possible, a parent or guardian should be informed about the search before it is conducted.

After a search:

The Student Search Registration form must be completed and submitted to the corresponding email address for the Safeguarding mailbox. This form must be completed regardless of whether any items have been found. Form S3 must be completed for the student(s) involved.

Any confiscated items must be handed over to the protection team as soon as possible, who will then hand them over to the police as soon as reasonably possible.

The protection team will upload the record to the student's record in the protection system.

Misuse of Drugs Act 1971/Health and Safety Regulations/Police Involvement

1. Under the Misuse of Drugs Act (1971), it is an offense to:

- a) that a person possesses, uses, supplies or produces controlled drugs* without authorization
- b) an employer permitting controlled drugs* to be possessed, used, supplied or produced on its premises without authorization

* Examples:

- Class A Heroin (diamorphine), methadone, cocaine (including crack), LSD, ecstasy (MDMA), magic mushrooms, crystal meth, or amphetamine (a class B drug if injected)
- Class B Amphetamines (speed), ketamine, barbiturates, codeine, cannabis (herb, resin or oil) and would also cover some synthetic cannabis, such as Spice.
- Class C Any prescription medication that a person have in your possession if you are not authorized to have it; this includes, but is not limited to, medications such as Valium and Xanax (zanies). Nitrous oxide has now been added to this category.

1.1. Authorization includes the case in which a physician prescribes a medication for the treatment of a medical condition.

1.2. Substance abuse is defined as alcohol abuse that leads to a change in behavior or performance.

1.3. Dō University (hereinafter the Group) considers that, in addition to its legal duty of control, it has the responsibility for the education and care of its staff and students with regard to the use and/or abuse of drugs and/or substances.

1.4. Section 2 of the Health and Safety at Work Act (1974) requires the Group to ensure, so far as is reasonably practicable, the health, safety, and welfare of all its staff and students. Section 7 of the Act requires members of the Group to take reasonable care for their own health and safety, as well as for that of other persons who may be affected by their acts or omissions.

1.5. The Group's facilities include facilities outside the main campus that are considered to be under the jurisdiction of the Group.

1.6. The police

The Group is under no legal obligation to inform the police, as its legal duty is to prevent the unauthorized possession, use, supply, or manufacture of controlled drugs (or participation in any of these activities) on its premises. However, it is an offense under Section 326 of the Crimes Act 1958 for a person to accept a benefit in exchange for not disclosing information about a serious crime.

The Group has the option to inform the Police and consent to their entry into the Group's campuses and any buildings to search for evidence.

Police may legally enter and search without consent in certain situations, including:

- a) execute a court order
- b) make an arrest, which may result from offenses of possession or supply of controlled drugs
- c) conduct a search after an arrest
- d) to avoid a disturbance of public order

Appendix C – The Sikh Kirpan Guide

The Offensive Weapons Act (1996) makes it an offense to possess a bladed or pointed article (or offensive weapon) on university premises. A person has the right to a defense if the article in question is used for religious reasons.

This advice applies to students and staff who have gone through the ceremony.

Amrit. In Sikhism, members of the faith who have been initiated into the Khalsa are given

instructions to use five special signs to prove that they are Sikhs, known as the

five K:

- Kesh (uncut hair)
- Kangha (comb)
- Kara (steel bracelet)
- Kaccha (shorts or underwear)
- Kirpan (sword)

According to the Equality Act (2010), there should be no objection to the practice of wearing the five K's, including the Kirpan.

All members of the university community (students, staff, and administrators) should be aware of the importance of the five Ks.

Staff should be informed of guidelines on the use of religious symbols, including the Kirpan, where applicable.

Young people, parents, caregivers, or religious leaders should be asked to authorize the use of the Kirpan, confirming that a young person has undergone the Amrit initiation ceremony and is therefore always expected to wear the five Ks.

The Kirpan should be no more than 6 inches long (including the blade and handle) and the blade should not exceed 3 inches in length; the Kirpan should always be sheathed and out of sight.

When a student uses a Kirpan but does not carry the five K's, normal protocol for an offensive weapon should be followed.

Health and safety risk assessments for specific areas of the school (workshops and sports fields) will take priority over the use of the Kirpan and Kara. In such cases, the Kirpan and Kara may be removed and safely stored.