



TE AROHA COLLEGE

A purpose joyful; A courage blameless

09 November 2023

106 Stanley Ave
Te Aroha 3320

P O Box 218
Te Aroha 3342

Ph. 07 8848625
admin@taacol.nz

PRINCIPAL
Mr Neil Harray

DEPUTY PRINCIPALS
Mr Peter Jager
Ms Mary Raleigh

GUIDANCE COUNSELLOR
Ms Schuler

NGĀ MANU TAUPUA
Whaea Areen

YEAR 9 DEAN
Mrs Ericsson
FORM TEACHERS
Aotea, Mr Stringer
Arawa, Miss Halford
Tainui, Mr Pipe
Tokomaru, Ms Bevins

YEAR 10 DEAN
Ms Gemmell
FORM TEACHERS
Aotea, Mrs Jager
Arawa, Ms Baylis
Tainui, Mr Bridgland
Tokomaru, Ms Hagan

YEAR 11 DEAN
Mr McArdle
FORM TEACHERS
Aotea, Mr Rowe
Arawa, Mrs Oliver
Tainui, Mr Darby
Tokomaru, Ms Scott

YEAR 12 DEAN
Mr Aislabie
FORM TEACHERS
Aotea, Miss Park
Arawa, Miss Maber
Tainui, Mr Kurain
Tokomaru, Mr Ashford-Beck

YEAR 13 DEAN
Mr Masters



Newsletter 7 - Drug detection

Further to my last newsletter and subsequent email to the school community, Te Aroha College is determined to maintain a safe physical and emotional environment for our students and staff. This is one of the prime objectives for the Board of Trustees under Section 127 of the Education and Training Act (2020).

I have attached a copy of the relevant policies that relate to alcohol, drugs and other harmful substances.

One way we'll be trying to mitigate alcohol, drugs and other harmful substances being on site is to use the services of a Drug Detection Team. These visits will happen randomly from today (Thursday 9 November 2023) onwards and into 2024.

We are contracting the services of NZ Detector Dogs to screen the school.

A PURPOSE JOYFUL A COURAGE BLAMELESS
HE WAKA EKE NOA HE TU MANAWANUI KI TE KEI O TE WAKA

These visits will happen randomly from today (Thursday 9 November 2023) onwards and into 2024. We are contracting the services of NZ Detector Dogs to screen the school. They are well respected and work across a number of sectors and industries and have significant experience working with schools.

The services provided by NZ Detector Dogs are carried in accordance with the provisions of the Education and Training Act (2020) which outline the circumstances in which schools can use private contractors and drug detection dogs. They also follow the “Guidelines for the surrender and retention of property and searches (2014)” under sections 106 to 114 of the Education and Training Act (2020).

The process for the drug detection team would be;

- The drug dog team would arrive on site on a random school day
- The principal would discuss the areas of the school to be screened
- The drug dog team would be escorted around the school by principal and/or the deputy principals to screen the classrooms, storage rooms, amenities and outdoor areas
- If a classroom were occupied by students, they would be asked to vacate the room briefly so the drug dog team is able to screen the room
- The students will exit the classroom and line up outside the classroom - students themselves will not be screened
- Once all students are out of the classroom, the drug dog team will quickly screen the room
- If the dogs should show interest or give a positive indication in any area or item, then the drug team would point that out to the principal/deputy principal and we would take the appropriate action to follow up in accordance with school policy.

I certainly hope that this course of action leads to a safe environment for all of our students and staff. If you have any concerns or would like to discuss this further please contact me at nharray@tacol.nz

Noho ora mai,

Neil Harray
Principal | Tumuaki



Te Aroha College

Next review: Term 4 2025

Alcohol, Drugs, and Other Harmful Substances Policy

Te Aroha College maintains a learning environment free of alcohol, **drugs, and other harmful substances** to provide a physically and emotionally safe place for students, staff, and the school community (Health and Safety at Work Act 2015; Education and Training Act 2020). We comply with all relevant New Zealand legislation and take a whole-school wellbeing approach to alcohol, drugs, and other harmful substances.

If a student or staff member is potentially impaired by alcohol, drugs, or other harmful substances while at school, work, or attending a school-related event, the school has an obligation to manage the risk to ensure the safety of everyone.

Staff are made aware of this policy as part of their staff induction and as required. This policy also applies to anyone supervising students in any activity organised by, or on behalf of, the school (e.g. EOTC events).

Smoking and vaping are managed separately due to the Smokefree Environments and Regulated Products Act 1990. For legislation and school policy around smoking and vaping, see **Smokefree and Vapefree**.

Wellbeing approach to alcohol and drugs

In keeping with our whole-school approach to student and staff wellbeing, Te Aroha College takes reasonable actions to protect our school community from the effects of alcohol, drugs, and other harmful substances. We are guided by a harm minimisation approach (as recommended by the New Zealand National Drugs Policy 2015–2020 and international evidence), which is strengths-based and focuses on prevention, early intervention, health promotion, and education.

We offer proactive support by:

- educating students, staff, and the school community about alcohol, drugs, and other harmful substances (e.g. through our curriculum and other educational programmes, as appropriate)
- keeping students engaged in their education and encouraging student involvement in co-curricular and extra-curricular activities
- providing pastoral care or engaging other support services, and encouraging students and staff to seek help if needed
- engaging with parents/caregivers of students if issues arise, as appropriate.

We follow our **privacy guidelines** at all times.

All staff should be aware of **signs of impairment** in order to encourage a positive, safe, and healthy school environment that focuses on the prevention of alcohol and substance misuse.


Our **Behaviour Management** policy also outlines our intention to promote positive student behaviour and de-escalate challenging behaviour.

Policy requirements

At Te Aroha College, no-one should:

- consume or use alcohol, drugs, or other harmful substances while on school grounds or during school-related activities
- attend school or school-related activities where there is a risk they are impaired due to having consumed or used alcohol, drugs, or other harmful substances beforehand
- possess or supply alcohol, drugs, and other harmful substances (including related items such as pipes) while on school grounds or during school-related activities.

There may be exceptions for alcohol where it has been approved at a school or social event outside school hours.

We do not offer alcohol as a prize for fundraising activities, such as raffles, as this is prohibited under the Gambling (Prohibited Property) Regulations 2005. See [Prohibited property for gambling](#) 

Students

Students must follow the policy requirements while on school grounds or taking part in school activities, and while wearing school uniform.

We have a separate policy to ensure student medication (prescription and non-prescription) is kept securely and taken appropriately. See [Medicines](#).

Students are encouraged to ask for help if they think they may have a problem with alcohol, drugs, or other harmful substances. Students approaching the school at their own initiative and asking for help is not treated as a breach of the policy and will be dealt with under our [Responding to Student Wellbeing Concerns](#) policy.

Staff

Staff must follow the policy requirements and maintain proper standards of integrity and conduct while on school grounds, carrying out their role, taking part in school-related activities, or while representing the school.

Staff must only use prescription and over-the-counter medication as directed and must:

- check whether there are any possible side effects that may cause impairment
- notify the principal (or their delegate) if using the medication may cause impairment
- cooperate with the school to seek information or medical advice about the effects of any prescribed medication and how to effectively manage this.

Any disclosures about risks of impairment in relation to medicine use are managed according to our [Personal Information](#) and [Privacy Guidelines](#).

If a staff member thinks they may have an alcohol and/or drug problem that may affect their work, they are encouraged to ask for help as soon as possible. If a disclosure is made at the initiative of a staff member, this is generally treated differently from a breach of the policy requirements, but the board must still ensure that staff are fit to perform their role. Staff are made aware of the Voluntary Impairment Assessment available from the Teaching Council. We follow relevant legislation (Education and Training Act 2020 and Teaching Council Amendment Rules 2023) and our privacy guidelines at all times.

Breaches

If a student or staff member breaches this policy, we follow the relevant procedures:

- [Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy](#)
- [Staff Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy](#)

A breach of this policy by any other person involved with the school (e.g. volunteers or members of the school community) is considered on a case-by-case basis by the board.

Possible and known breaches are processed through the concerns and complaints process, and we are guided in our responses by the student and staff breaches policies and our community conduct expectations policy. See **Concerns and Complaints** and **Community Conduct Expectations**.





Related topics

- **Student Wellbeing and Safety**
- **Responding to Student Wellbeing Concerns**
- **Staff Wellbeing and Safety**
- **Staff Conduct**
- **Education Outside the Classroom (EOTC)**
- **EOTC Supervision**
- **Concerns and Complaints**
- **Staff Induction**

Legislation

- Health and Safety at Work Act 2015
- Education and Training Act 2020
- Employment Relations Act 2000
- Teaching Council Amendment Rules 2023
- Privacy Act 2020
- Gambling Act 2003 (Gambling (Prohibited Property) Regulations 2005)

Resources

- Health and Physical Education: **Alcohol and other drug education** 
- Ministry of Health | Manatū Hauora: **National Drug Policy 2015 to 2020** 
- New Zealand Police | Ngā Pirihimana o Aotearoa: **Alcohol and other drug guidelines** 
- New Zealand Drug Foundation | Te Tūāpapa Tarukino o Aotearoa: **Education & Young People** 

Acknowledgement

SchoolDocs appreciates the input of Rebecca Laney, associate at Anderson Lloyd Dunedin, in the legal review of this topic.

Release history: Term 3 2023, Term 2 2019

IN THIS SECTION

Alcohol at School and School Events

Smokefree and Vapefree

Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy

Staff Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy

<i>Last scheduled review</i>	<i>Term 4 2022</i>
<i>Last internal review</i>	<i>Term 4 2022</i>
<i>Topic type</i>	<i>Core</i>



Te Aroha College

Next review: Term 4 2025

Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy

For smoking and vaping, see [Smokefree and Vapefree](#).

A primary objective of the board is to ensure that Te Aroha College is a physically and emotionally safe place for all students and staff, as required by the Education and Training Act 2020 (s 127). Potential student impairment by alcohol, drugs, or other harmful substances at school poses a risk to teachers, students, and the potentially impaired student, and the school has an obligation to manage this risk.

To meet our responsibility for the safety and wellbeing of all students and staff, we use our student wellbeing and behaviour management policies to guide our response to possible and known student breaches of the school [Alcohol, Drugs, and Other Harmful Substances Policy](#). We follow our [privacy guidelines](#) at all times.

What constitutes a breach

A breach of the Alcohol, Drugs, and Other Harmful Substances Policy by a student involves being at risk of impairment by alcohol, drugs, and other harmful substances while on school grounds or during school-related activities, and while wearing school uniform. This includes consuming or using alcohol, drugs, or other harmful substances before or during school-related activities, or possessing or supplying alcohol, drugs, and other harmful substances (including related items such as pipes). See [Policy requirements](#) in [Alcohol, Drugs, and Other Harmful Substances Policy](#).

A breach may also include:

- refusal to agree to a search of personal property, with no satisfactory explanation
- admission of alcohol and/or drug use during a disciplinary process.

See [Students](#) in [Alcohol, Drugs, and Other Harmful Substances Policy](#).

Students must not attend school or school-related activities where there is a risk that they are impaired due to having consumed or used alcohol, drugs, or other harmful substances before school or any school-related activity.

Responding to possible breaches

Te Aroha College promptly investigates all concerns about possible student breaches of the Alcohol, Drugs, and Other Harmful Substances Policy and responds on a case-by-case basis.

Possible breaches may be identified by:

- observable [behaviours or symptoms](#) that may suggest alcohol, drug, and/or harmful substance use, including attendance and/or achievement issues
- reports from a credible source, including someone witnessing a student using or possessing alcohol, drugs, or other harmful substances (or related items such as pipes) at school

- accident or injury (including near misses) – see **Recording and Reporting Accidents, Injuries, and Illness**.

An investigation may determine that the Alcohol, Drugs, and Other Harmful Substances Policy has not been breached but that a student still needs wellbeing support, or it may determine that a breach has a satisfactory explanation. In such circumstances, we may follow our processes for responding to low-risk or high risk concerns or situations. See **Responding to Student Wellbeing Concerns**.

Responding to an incident that takes place at school

If there is an incident at school involving alcohol, drugs, or other harmful substances, we:

- ensure the safety of any student(s) involved by determining what was consumed/used, when and how much, and if any medication has also been taken
- ensure the safety of all students and staff (e.g. move others away)
- may request a search and the surrender of relevant item(s) (e.g. alcohol, drugs, other harmful substances, related items such as pipes) – see **Searches, Surrender, and Retention of Property**
- may contact emergency services if a student or another person is at risk of immediate harm
- may use physical restraint (only by teachers or authorised staff members and only to prevent imminent harm, if all other conditions are met) – see **Minimising Physical Restraint**
- may communicate with the police, as appropriate.

We recognise that an incident involving alcohol, drugs, or other harmful substances can impact other students, and we support affected students as appropriate. See **Supporting Student Wellbeing**

Managing known breaches

If an investigation determines that a student has breached the **Alcohol, Drugs, and Other Harmful Substances Policy**, we may manage the breach by:

- contacting parents/caregivers and informing them of the breach
- working with the student, parents/caregivers, and relevant agencies, as appropriate, to arrange support for the student both at school and outside school
- actioning our behaviour management, and stand-down, suspension, and exclusion procedures, as necessary.

Support

We take all reasonable steps to support the student and help them engage and succeed at school. This may include developing a support plan for the student, which may involve monitoring their behaviour and wellbeing. Any support plan is kept confidential and only shared with those who have a need to know.

Recording concerns and breaches

All concerns, breaches, and actions taken are reported to the appropriate staff member(s) and recorded in our school management system. We follow our **privacy guidelines** at all times.

Related topics

- **Supporting Student Wellbeing**
- **Managing Injuries and Illness**
- **Behaviour Management**

- **Minimising Physical Restraint**
- **Stand-down, Suspension, and Exclusion**
- **Privacy and Privacy Guidelines**
- **Sharing Information**
- **Chain of Custody**
- **Recording and Reporting Accidents, Injuries, and Illness**

Legislation

- Education and Training Act 2020
- Privacy Act 2020

Acknowledgement

SchoolDocs appreciates the input of Rebecca Laney, associate at Anderson Lloyd Dunedin, in the legal review of this topic.

Release history: Term 3 2023, Term 2 2019, Term 4 2018

<i>Last scheduled review</i>	<i>Term 4 2022</i>
<i>Last internal review</i>	<i>Term 4 2022</i>
<i>Topic type</i>	<i>Core</i>