



Substance Abuse Policy

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European School Mol



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Application

This policy is effective on the whole school premises, on the school bus and during every activity organized by the school. The policy is an application of the Belgian legislation. The policy will be reviewed when necessary.

Fundamental rights of the students

In the Fundamental Convention on the rights of the child ⁽¹⁾ it is stated that a policy must contribute to “The protection of children from the illicit use of narcotic drugs and psychotropic substances, to prevent the use of children in the illicit production and trafficking of such substances.”

The policy enforces the politic of the Office of the Secretary General of the European schools ⁽²⁾ stating that “Schools should educate children through the curriculum programs of the Personal and Health Education about the negative effects of smoking, alcohol consumption and drug abuse.”

The policy consists of 3 pillars:

1. **Sensibilisation:** Educational program and information;
2. **Detection:** Surveillance team and confidential communication;
3. **Intervention:** appropriate reactions and follow up.

Definitions

- Psychoactive substance ⁽³⁾: substances that, when taken in or administered into one’s system, affect mental processes, e.g. cognition or affect. This term and its equivalent, psychotropic drug are the most neutral and descriptive term for the whole class of substances, licit and illicit. This includes alcohol, Tabaco and psychostimulants.
- Drugs: Substances taken at least for part of their psychoactive effects. ⁽³⁾
- School premises: The whole school site, including the “Europawijk” towards the “Castelse Baan” and the “Retieseweg”.
- Surveillance team: Every member of the school community, teaching and non-teaching staff, inside or outside the building(s).
- Search: Whenever necessary to perform an individual search on a student, the student empties the pockets, the backpack or the locker under the supervision of an adult. This will always be with respect for the student's individual integrity. The search will be done outside of the hours that other students have access to their lockers for example.
- Care team: Consists of the school Psychologist, the school Nurse, the DDS and teachers who give support to students who need special attention or care.

1. Sensibilization

The fundamental rights of the students will be communicated to the teaching staff, all other staff members, the secondary students and their parents or legal representatives.

No member of the school society will use illegal substances.

A working group Substance abuse will be formed. They will plan and organize activities adapted to the age of the students to make students aware of the possible dangers of drug use/abuse. These activities will be included in the yearly calendar of the school.

For the program to work, the students need to develop a good social behavior, to ensure efficient communication with them and between students. The objective of the program for the younger students is to develop their communication skills and have a positive attitude towards a life without the use of substances. For the older students, the information on the possible impact of the use of substances is an important part of the program.

The cooperation with the parents is essential, they must be informed about the program that their child is following in school as well as the content of the policy that the school follows. We ask them to take part in information sessions as much as possible, as they are an important part of the program. Parents are asked to share information, work together actively on the measures that are taken regarding the sensibilization towards the use/abuse of substances.

2. Detection

Because the sensibilization alone is not enough to prevent students from using substances, it's necessary to have supervision.

- The supervision will be done by teachers and educational advisers. Everyone of this team will be formed by the working group. In general, this supervision will not differ from other days and will not target a specific group or student. When a supervisor notices someone using or dealing any kind of substance, they will report to the DDS who will take the necessary measures.
- When a member of the school community suspects a student of the use or dealing substances, and these suspicions are supported by objective facts, he/she will accompany the student to the educational advisors (DDS or Director) for a search. The student can refuse such a search, but this will be communicated to the Director who will take the necessary measures.

In case of suspicion of the use of psychotropic substances within the school or the immediate surrounding:

- The student will be sent to the school Nurse by the Educational Advisers, a teacher or any other member of the teaching or administrative staff.
- The parents will be informed by telephone that their child is possibly under influence of one or more psychoactive substances. They have two possibilities:
 - They pick up their child in school and will have to perform a urinal or blood test by a doctor or medical institution of their choice. A medical certificate with the result must be handed in with the educational advisers as soon as it is available.
 - Sent a written authorization by mail to the school Nurse that they agree with a urinal test done by the school Nurse. This written consent will stay valid for the remainder of the schoolyear.

Procedure

Who is responsible for flagging, sanctioning and guidance and how do they do it?

What	Who	How
Flagging	Teachers Counseling teacher Students Parents Staff members	Inform management or pedagogical advisers
Sanctioning	Management	According to the table in Annex I
Guidance	Pedagogical advisers External services	Address students Make agreements regarding safety, functioning, use in school Guidance external service (sent to professional care team)

3. Intervention

When the test is positive, the school will follow the procedure as written in Annex I.

			Possession		Use		Under influence		Dealing	
			Fact	Susp	Fact	Susp	Fact	Susp	Fact	Susp
Alcohol	1 st time		Contact parents Confiscate the substance Give it back after contact with parents	Contact parents	Contact parents Detention WA Serious talk Pedagogical sanction	Contact parents	Contact parents Detention WA Serious talk Pedagogical sanction	Contact parents	Contact parents Possible suspension Serious talk Pedagogical sanction	Contact parents
	Recurrence		Contact parents Confiscate the substance Give it back after contact with parents	Contact parents	Contact parents Advise external aid Possible suspension Work, educational sanction, external guidance, exclusion extra muros activities	Contact parents	Contact parents Advise external aid Possible suspension Work, educational sanction, external guidance, exclusion extra muros activities	Contact parents	Contact parents Advise external aid Disciplinary council Sanction determined by the council. Police will be contacted with actual dealing	Contact parents
Remarks			Zero tolerance for all students during school activities. Parents take over the supervision on the school yard with afterschool activities. Sanctions will be taken according to each individual situation.							
Tabaco	1 st time		Contact parents Note		Contact parents				Contact parents Confiscate goods and give them back after contact with the parents	Contact parents
	Recurrence		Contact parents	Contact parents	Contact parents	Contact parents			Contact parents	Contact parents
Remarks			With written consent of the parents (legal guardian) the student can go to the smoke corner during the short break and the lunch break. No difference between + 16 and +18							
Cannabis and other illegal substances	1 st time		Contact parents, discuss a contract and external help Illegal substances are	Contact parents	Contact parents, discuss contract and external help Illegal substances are confiscated and	Contact parents	Contact parents, discuss contract and external help	Contact parents	Contact parents en suggest possible help Disciplinary council Illegal substances are	Contact parents



			confiscated and let the police pick it up.		let the police pick it up.				confiscated and let the police pick it up.	
	Recurrence		Contact parents Exclusion school trip Disciplinary council	Contact parents Disciplinary council	Contact parents Exclusion school trip Disciplinary council	Contact parents Disciplinary council	Contact parents Exclusion school trip Disciplinary council	Contact parents Disciplinary council	Contact parents Exclusion school trip Contact the police Disciplinary council	Contact parents Disciplinary council
Remarks			Depending on the facts (recurrence) not allowed to participate in school trips (next one or following year) in order to create a safe environment for other students.							
Medication			Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions	Contact parents + legal actions
			All actions are taken together with the students: Contact with the parents, with external help services, contract, ...							



Confiscation: Every member of the staff can confiscate objects when they:

- Are a threat for others;
- Are a threat for the safety and security of others;
- Can disturb teaching and learning;
- Are illegal.

Every object that are confiscated must be brought to the Deputy Director who notes the content of the object/substance and will only be returned after contact with the parents/legal guardians.

Disciplinary measures

The policy regarding the disciplinary measures is in line with the general rules of the European schools' articles 40-44.

The purpose of disciplinary measures shall be to educate and train. The director shall ensure that such disciplinary measures are coordinated and standardized.

A student who fails to observe the school rules and general rules on common life within the school shall be subject to disciplinary measures. Serious breaches of discipline shall be immediately reported to the Director and a written report shall be submitted to the Director on the first working day following the incident.

The list of disciplinary measures does not mean that they can be imposed only in the order given.

All disciplinary measures from detention onwards shall be entered in the pupil's personal file and kept for a maximum of three years. In a serious case, involving a risk to safety or health in the school, the Director may, as a precaution, return a pupil to the care of his/her legal representatives pending the convening of the Discipline Council.

In order to be equal and just, the sanctions in this document must be supported by all members of the school community. Therefore, it is recommended that:

- Sanctions are taken towards the behavior, not towards the person;
- Severe sanctions will only be taken in cases of extreme misbehavior by the student to avoid escalation;
- The measures consider: The needs, the age and the understanding of the situation of the student;
- Group sanctions are avoided that punish the whole group;
- Sanctions are chosen towards the reprehensible behavior of the student;
- Sanctions are used to help the student see what was wrong;
- When possible, give sanctions that can make the harm that was caused right again;
- Sanctions are never to humiliate students;
- Sanctions are taken in calm, controlled and respectful way conform the regulations;
- There is no delay when sanctions are taken.



	<u>Example of behavior</u>	<u>Possible sanction</u>
Level 1 (all personnel)	Forgetting homework Forgetting material Arriving late in class Disturbing behavior Running/screaming in the hall Physical aggression	Mail to parents Extra homework
Level 2 (teaching staff)	Recurrence of the elements of Level 1 (3 times) Disturbance Little effort in class Slight damage of school property (material/classrooms) Inappropriate behavior (insolence, rudeness, profanity)	All the sanctions
Level 3 (Educational adviser)	Lack of regular effort in class Absence in several classes Disruptive behavior Misbehavior Smoking in class Damage or misuse of school property or classrooms	Blame Contact with the parents Contract
Level 4 (Deputy Director)	Recurrence of bad behavior Recurrence of disruptive behavior Theft Recurrence of late arrival Recurrence of absence in class Refusing to go to detention Significant damage to school property or classrooms Infractions on school rules or code of conduct	Official retention (art. 42) Contact with the parents Contract Written report Compensation of the damage that has been caused



Level 5 (Deputy Director)	Serious infractions on school rules or code of conduct All problems requiring a temporary suspension or definite exclusion Every action that endangers the security of other students Aggressive behavior Every action that requires the intervention of a Disciplinary Council	Temporary exclusion Official warning (art. 42) Every sanction that requires the intervention of others (Police, Social workers, ...)
Level 6 (Disciplinary Council)	Assemble of the Disciplinary Council as foreseen in Art. 44 of the general rules.	