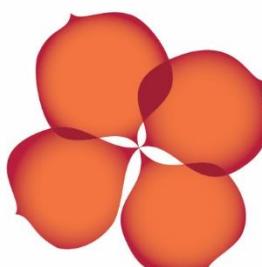


POLICY

Prohibited Substances and Items



NT
CHRISTIAN
SCHOOLS

DOCUMENT INFORMATION

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Policy
Feedback



AMENDMENT HISTORY

Version	Date	Changes Made
1.0	02/2025	Drafted by Policy Development Officer. Supersedes Non-Smoking Policy, inclusions to address e-smoking devices and other prohibited substances and items. Ratified A08.4e

1 Preamble

NT Christian Schools is an organisation that exists to advance the Christian religion through the provision of high-quality education and training services and religious instruction. A holistic and relational approach to learning for each individual student, underpinned by a biblical world view provides an education for the whole person, for the whole of life.

We believe that the Christian faith is a life-transforming faith that will be authentically evidenced in a believer's actions. The bible exhorts us to pursue godliness and to model biblical standards of behaviour. Everything we do, our practices, our conduct, our use and stewardship of resources is an act of worship to God and a witness to those around us.

All members of the NT Christian Schools community are to be committed to ensuring a safe and caring environment for students, staff and the whole community in a manner that is consistent with the Christian ethos and beliefs of NT Christian Schools.

Employees and those a policy applies to are fully supported by NT Christian Schools to meet compliance with this policy.

NT Christian Schools is committed to achieving and maintaining workable solutions for our organisation.

We may make changes to this policy from time to time to improve the effectiveness of organisational operation or to meet legislative requirements. Notification of changes will be communicated to those a policy applies to, and it is their responsibility to read updated policies and relevant related documents as soon as reasonably practical. Any NT Christian Schools stakeholder who wishes to provide feedback about this policy may forward their suggestions to the policy monitor or policy@ntchristianschools.com.au.

2 Purpose

The purpose of the Prohibited Substances and Items Policy is to articulate NT Christian Schools' approach to preventing and minimising harm from substances and items that are either prohibited by law or deemed by the leadership of NT Christian Schools to raise a safety concern or have potentially negative impacts on the health and wellbeing of individuals, families and the NT Christian Schools' community.

NT Christian Schools seeks to provide a learning and working environment for students, staff and stakeholders that is safe and supports a holistic approach to health and wellbeing by:

- Adhering to legislative requirements to provide an environment that is smoke, drug and alcohol free.
- Increasing student and community awareness of the wellbeing impacts of various prohibited substances and items.

God exhorts us to care for each other and ourselves living in a way that worships Him and is consistent with our identity and value as God's precious people. (Genesis 1:27, Corinthians 6:19-20, Matthew 28:20).

3 Policy applies to

This policy applies to all students, staff, parents, carers, volunteers, visitors and contractors of NT Christian Schools, on all premises owned or leased by NT Christian Schools.

The policy is available to all parents, carers, students, staff, volunteers and contractors via the NT Christian Schools website and on request from NT Christian Schools Offices as required.

The policy is available to all staff via the NT Christian Schools *Canvas Policy and Advisory Library*.

4 Policy

4.1 Prohibited Substances and Items

The following substances and items are prohibited for use by all people on all premises of NT Christian Schools and at all student-focused events held or hosted by NT Christian Schools, including events outside of NT Christian Schools premises (such as graduations, presentations, performances, excursions, sporting fixtures and fund-raising events).

- Tobacco and tobacco smoking related items;
- E-cigarettes (vapes) and related items;
- Alcohol;
- Weapons;
- Drugs and related items;
- Volatile substances for the intent of inhalation;
- Sharp items, including, but not limited to blades and syringes (unless provided for medical care of an individual, with appropriate risk management strategies in place);
- Fireworks or other explosive items (except where provided under contract by a professional service and all required permits and notifications have been completed);
- Pornographic images or content;
- Racist or derogatory images or content.

If a member of the NT Christian Schools community is found to be in possession of, or to be under the influence of a prohibited substance or item on a premises of NT Christian Schools it will be considered a breach of relevant code of conduct, even a first offence.

- For students this may result in immediate suspension or expulsion. The Principal may consider whether there are any mitigating factors that would warrant lesser consequences and / or a welfare-orientated response such as referral to counselling, external child wellbeing agencies or medical care alongside a disciplinary response in accordance with Behaviour and Culture Management Policy.
- For staff this will be addressed under the Performance Management Policy.

- Parents, visitors, volunteers and contractors will be asked to leave the premises immediately if in deliberate breach of this policy and may have future access to events and premises restricted.

Possession of substances or items defined by legislation in the Northern Territory to be an offense on premises owned or leased by NT Christian Schools' will be reported to the appropriate authorities.

Supply or taking part in the supply of legally prohibited substances or items related to the use of legally prohibited substances or items to any child or student of NT Christian Schools may be considered a criminal act and will be reported to the appropriate authorities.

Employees have a duty of care for the students entrusted in their care, and the school community to not permit student possession or consumption of prohibited substances and items on NT Christian Schools premises, on excursions, camps or at any school event.

Employees are to be demonstrating positive role modelling to students and the school community in regard to healthy living choices and equip themselves with knowledge to appropriately support students to make safe and healthy choices and identify risks.

All NT Christian Schools employees have a responsibility to remind any adult persons not abiding by this policy and infringing the law of their obligations to abide by the policy and reporting all such infringements to the Principal, relevant Manager or operational Director and where appropriate external services, such as local police.

Where there is concern that a student or staff member is in possession of a prohibited substance or item, NT Christian Schools reserves the right to search for and seize such substances and items as per processes outlined in the *Managing Prohibited Substances and Items Framework*.

Further details specific to some prohibited substances and items applies as outlined below.

4.2 Education and Awareness

Principles and workplace managers will clearly communicate with their stakeholders about this policy and prohibited substances and items.

Schools will present a strong consistent message for students and parents regarding the use of drugs, smoking and abuse of alcohol as a proactive approach to harm minimisation, reducing use and associated risks. A key strategy to harm minimisation will be the partnership between NT Christian Schools and stakeholders with the aim to build a culture that pursues godliness and wellbeing (1 Corinthians 10).

Age-appropriate smoking, drug and alcohol awareness education will be provided as part of health and wellbeing curriculum for students.

When discussing or responding to smoking, drug or alcohol related incidents, seek to understand and avoid judgement and stigma.

Staff and students who need support regarding use of prohibited substances will be encouraged and supported to access services to make necessary lifestyle changes.

4.3 Smoking and Vaping

Under the Northern Territory Tobacco Control Act (2002) as educational facilities, all NT Christian Schools' sites including entry and boundary areas must be smoke-free areas¹.

This means there is a blanket ban on all smoking, including use of e-cigarettes or vapes and other non-tobacco smoking, whether they contain nicotine or not.

Chewing or other forms of tobacco consumption is not permitted.

Any smoking related items found in the possession of students of NT Christian Schools will be confiscated by staff.

You must not purchase or give any person under the age of 18 years of age any tobacco, tobacco consumption related products, e-cigarettes, e-cigarette products or other smoking related paraphernalia.

No-smoking signage (see policy Library) will be displayed at entry points of NT Christian Schools' premises in accordance with the NT Tobacco Control Regulations 2002, Division 1, section 6 (1) (a) to (f).

4.4 Drugs

NT Christian School recognises that drug use whether casual or habitual carries substantial risks, and that drug-users require a range of supports to progressively reduce drug-related harm to themselves, their family and the community. NT Christian Schools does not condone drug use.

Where the school reasonably suspects that a student is under the influence of illicit or unsanctioned drugs, the school will communicate with the student's family in order to provide care for the student.

Depending on the severity of the circumstances and potential for harm and subsequent impact of the NT Christian Schools community, NT Christian Schools;

- reserves the right to withhold or withdraw the student from classes, events or school attendance;
- reserves the right to seek a medical/drug test to confirm or dismiss the suspicion of drug use.

Where ongoing use of drugs for a student or staff member has a continual negative impact of the wellbeing of the NT Christian Schools or jeopardise the safety of others, and genuine partnership between the individual, their family and NT Christian Schools does not see a consistent change in behaviour or conduct, then NT Christian Schools reserves the right to terminate enrolment or employment agreements.

¹ NT Tobacco Control Act 2002, Part 2, 7(1)(h)

4.5 Alcohol

Alcohol must not be bought onto or consumed on any NT Christian Schools premises during normal working or school hours.

There are some circumstances exempt, as outlined below. These require prior approval and risk mitigation strategies to be implemented. For further information also refer to *Managing Prohibited Substances and Items Framework*.

Under no circumstances should alcohol be consumed on any premises in communities that have locally or federally applied restrictions.

Staff must not drink alcohol when they have a continuing responsibility for students or work role responsibilities. This includes while at any school activity that is held during or outside normal school hours, regardless of any approval under exceptional circumstances.

Schools have a duty to ensure that the supervision of children is always appropriate, and the reputation of the school is not damaged by inappropriate behaviour.

Alcohol must not be sold or supplied to students (even over 18 years of age), for their own consumption or the consumption of others, at school functions or at any school activity.

4.5.1 In the classroom

It is acknowledged that there may be occasions where alcohol or substances containing alcohol are required for use in the classroom for education and learning activities such as in science, art and design and technology classes.

- Look to use suitable alternatives, where possible.
- Principal permission must be obtained, and a risk assessment completed and approved prior to the use of substances containing alcohol in learning activities, with risk mitigation strategies implemented for supervision and secure storage of products.

In the case of hospitality training functions not held on premises of NT Christian Schools, only adults, including adult students, may serve alcohol. Where alcohol is to be served at hospitality training functions, the consent of parents of students aged less than 18 years of age must be obtained before these students attend. All students present at hospitality training functions are to be closely supervised by staff and must not consume any alcohol.

4.5.2 School Functions

NT Christian Schools will not support the availability of alcohol at school functions where activities are predominantly aimed at children, such as, but not limited to sports days, school concerts, fetes, presentations and graduations.

4.5.3 After hours staff only gatherings

In the case of staff-only gatherings, if there is a desire to have alcohol available, the event must not be held on NT Christian Schools' premises.

Where alcohol is to be made available for sale, and the event is not held at a licensed premises; the appropriate liquor licensing requirements under the *Liquor Act 2019* must be adhered to.

4.5.4 Community use of NT Christian Schools Facilities

Organisations or groups using NT Christian School facilities are not to bring or consume alcohol on premises of NT Christian Schools. Doing so will immediately end any current agreements for the use of or access to facilities and impede future applications.

4.5.5 Prizes or Gifts

Alcohol will not be used or offered as prizes or gifts from NT Christian Schools or its entities such as for a school fundraising activity or appreciation gifts.

4.6 Medications

Medications or pharmaceuticals whether prescribed or purchased over the counter such as but not limited to paracetamol, cold and flu treatments, vitamins and supplements are considered to be scheduled substances. When misused or used outside of prescribed terms, they are considered unsanctioned drugs and could bring about significant harm.

Medications or pharmaceuticals found or suspected of being in the possession of or having been used by students outside of prescribed instructions and terms of the Student Medication and First Aid policies and processes will be considered to be drugs and dealt with accordingly.

4.6.1 Students

For safety reasons and to ensure full care is provided to students, no medications are to be carried by or in the possession of students unless it has been determined as part of an individual care plan.

All medications are to be submitted to the office and administered by school staff in accordance with the Student Medication and First Aid policies and processes.

4.6.2 Staff

Staff need to ensure that any medications or pharmaceuticals they require at school are stored appropriately in staff only areas except where it is deemed necessary to always have them at hand. In this situation staff need to ensure that their medication is not easily accessible by students and stored securely.

4.7 Sniffing or Inhalng Volatile Substance

Sniffing (sometimes called chroming or huffing) of volatile substances is the misuse of the substance by deliberately inhaling the fumes to become intoxicated².

The symptoms shown by someone who has been inhaling volatile substances is often like those caused by alcohol. Sniffing can cause many health side effects including brain damage.

It is against the law to supply a volatile substance to another person knowing they intend to inhale it.

² NT Volatile Substance Abuse Prevention Act 2005

4.8 Weapons

It is acknowledged that there are circumstances related to the day-to-day functioning of a school or education and care program where knives, pins, sewing needles and similar implements are needed for activities.

- These required tools will be supplied, maintained and stored appropriately by the school or program.
- Risk assessments will appropriately address safety precautions to be implemented, training provided to students for safe handling of the items with risk mitigation strategies implemented for supervision and secure storage of products.

Weapons or items that could be used to cause harm, or items that mimic the look or action of a weapon are not to be brought to school².

The possession or use of weapons on any premises of or at any event of NT Christian Schools is regarded as a serious breach of conduct and may constitute grounds for suspension or expulsion of student, and consequences for any individual under the *Weapons Control Act 2001, Firearms Act 1997* and *Criminal Code 1987* or other legislations.

The possession or display of weapons or cultural artefacts or items that are or may be considered a weapon on premises or at events of NT Christian Schools for educational or ceremonial purposes or for presentation as a cultural gift may be considered and given written approval by the Principal or operational Director on a case-by-case basis.

- These items must be deemed safe and appropriately stored with an appropriate risk mitigation strategy documented and implemented.

Where a toy falling into this category is desired to be used for a school activity, such as a prop for a costume or play, it is to be handed to the teacher supervising the activity on arrival at school to be stored throughout the school day.

NT Police may, without warrant search a person (including students) if the officer has reasonable grounds to suspect that a person is carrying, or has in their possession a prohibited, controlled or offensive weapon on school grounds³.

4.9 Other Items

Schools may implement and communicate bans on students using or bringing other items to school they considered to be harmful to the health and wellbeing of the NT Christian School community or have potential to negatively impact behaviour of students such as, but not limited to:

- Consumables containing high levels of sugar, caffeine or other stimulants.
- Aerosols
- Chewing or Bubble Gum

³ Weapons Control Act 2001

- Games or toys
- Glass or other types of packaging
- Liquid whiteout (correction fluid).

4.10 Staff and Caretaker Residences

Staff and Caretaker residences on campuses or NT Christian Schools are smoke free areas as per section 4.1.

Staff and Caretaker residences and the immediate boundary of the premises on campuses of NT Christian Schools are afforded exemptions regarding possession of items that may be considered weapons, possession and consumption of alcohol and medications, items prohibited under section 4.9.

Possession use and storage of these items must be in accordance with relevant legislative requirements and conditions outlined in lease agreements, Staff and Board Code of Conduct and any other relevant policies and procedures of NT Christian Schools.

5 Roles and responsibilities

Evidence of Compliance	
Principals, Operational Directors and Managers	
Communicate Prohibited Substances and Items policy to workplace community.	<p>No-smoking signage must be displayed.</p> <p>Communication regarding policy to community.</p> <p>Policy published on websites and referred to in handbooks.</p>
Provide education and information about prohibited substances and items.	<p>Curriculum programs providing age-appropriate education relating to health and wellbeing, and the impacts of drug use.</p> <p>Provide staff training or resources for:</p> <ul style="list-style-type: none"> • Educating students on impacts of drug use • Personal health and wellbeing <p>Communicate with parents and share resources providing education regarding the impacts of drugs and strategies to communicate with their children regarding the impacts of prohibited substances and items.</p>
Ensure staff understand procedures for management and reporting of suspected or known drug related incidents.	Communication and training provided to staff regarding behaviour management strategies as well as emergency and critical incident response plans.
Ensure staff understand procedures for management and reporting of suspected or known weapon related incidents.	Communication and training provided to staff regarding behaviour management strategies as well as emergency and critical incident response plans.
School Student Welfare Teams	

Evidence of Compliance	
Support students at risk of harm related to use of prohibited substances.	Develop support plans for 'at risk' or impacted students Initiate referrals to outside agencies when appropriate
Monitor and address school culture around drug use.	Implement Behaviour and Culture Management Policy
Teachers	
Delivery of drug education programs addressing the needs of students.	Curriculum scope and sequence Programs
All Staff	
Demonstrate positive role modelling to the school community	Follow and support the Prohibited Substances and Items policy. Grow your knowledge and understanding of drug misuse and how to have proactive conversations with students and community members.
Report any suspected or known prohibited substance or item possession or use.	Chronicles. Investigation notes and recommendations.
Report suspected abuse or neglect that may be related to drug use.	Mandatory Reporting Policy and related processes.
Respect the privacy of others while also meeting duty of care and reporting obligations.	Follow appropriate protocols for privacy protection, records management, information sharing and behaviour management.
Parents, Carers, Volunteers, Visitors and Contractors	
Contribute to providing a safe learning and working environment	Abide by Prohibited Substances and Items policy and Codes of Conduct.
Monitor their children	Be informed about prohibited substances and proactively educate and monitor children in their care. Contribute to a positive culture free from the use and abuse of prohibited substances.
Students	
Do not use or bring to school any prohibited substances or items	
Report any suspected or known prohibited substances or items being used or bought to school by others.	

6 Definitions and acronyms

The following terms used throughout this policy are defined as follows:

Term	Definition
Ammunition	An article consisting of a cartridge case fitted with a primer and a projectile, propelling charge, a blank cartridge, air-gun pellet, training cartridge or gas cartridge, paintball pellet.
Drugs	<p>The term drugs includes alcohol, tobacco, illicit drugs and any other substance that alters brain function, resulting in changes to mood, perception, consciousness, cognitive function and behaviour. It may also include pharmaceuticals (medicines) that can induce a drug-like state or are being used outside of intended purposes, recommended dosage or prescribed instruction.</p> <ul style="list-style-type: none"> • <i>Unsanctioned drugs</i> are substances that can be purchased legally, such as alcohol or pharmaceuticals and prescription medicines, that are being used in a manner that is against the law or outside of intended purposes and instructions. (Also known as <i>Licit drugs</i>) • <i>Illicit drugs</i> are substances that the use, possession, cultivation or trafficking of is prohibited by law. It also includes using a product or substance for an improper purpose or in a way which produces a drug-like state. See <i>Illicit Drugs</i>
Drug related incident	Situations where a person is suspected of being under the influence of a drug, in possession of a drug, drug-use implement, or substance suspected of being illicit or unsanctioned or are presenting something as an illegal substance.
e-cigarette	Devices which heat and vaporise liquids that may or may not contain nicotine or flavouring agents. The vapour is inhaled, simulating the act of smoking. Use of e-cigarettes is commonly referred to as 'vaping'.
e-cigarette accessory	A cartridge, capsule or other container designed to contain a liquid, aerosol, gas or vapour for use in an e-cigarette. A heating element or any other component of an e-cigarette.
Education facility	All the buildings, grounds and vehicles used for the provision of education and care services of a school, pre-school or childcare service, including student boarding.
Entry and boundary area	The area within 10 meters of the gate or similar entry point to a place and the area within 10 meters of the boundary to a place.
Firearm	A device or part of a device (whether assembled, operable, or not) that is designed or adapted to discharge or shoot, ammunition, a bullet or other projectile.
Harm minimisation	Involves a range of approaches to prevent and reduce harm and may include prevention, early intervention, specialist treatment, supply control and permitting safer options.
Illicit Drugs	Illicit or Illegal Drugs are by law in the Northern Territory prohibited to possess supply or manufacture. They include, but are not limited to: heroin, cocaine, PCP or Angel Dust, LSD, methamphetamine (speed or ice), cannabis, cathinone and methcathinone, ketamine and MDMA (ecstasy).

Licit Drugs	See Drugs (Unsanctioned Drugs)
Premises	Land, whether enclosed or built on or not, a structure, facilities or building, including aircraft, vehicle or vessel used or occupied by NT Christian Schools.
Scheduled Substance	Medicines and chemicals are classified into Schedules by a national classification system that controls how medicines and chemicals are made available to the public and the level of regulatory control over them. If a medicine or chemical is categorised by the Standard for Uniform Scheduling of Medicines and Poisons, it is known as a Scheduled Substance.
Tobacco products	A product where the ingredient of a product is tobacco or a plant matter other than tobacco that is used or intended for consumption by smoking or chewing.
Vaping	Means using an e-cigarette to generate or release an aerosol or vapour for inhalation.
Volatile substances	Inhalants and substances that give off vapours and fumes at room temperature that can be potentially intoxicating when inhaled such as petrol, aerosols, gases, paints, glues, nitrites, correction fluid and spray deodorant.
Weapon	Items made, adapted or designed to cause damage to property or to cause injury or fear of injury to a person such as, but not limited to knives, axe, firearm, spear, irritants, explosives, gases, sling shot, knuckle-dusters, acoustic or light-emitting devices intended to disorientate or incapacitate, lasers exceeding 1 milliwatt.
Workplace	A place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work. Place includes a vehicle, vessel, aircraft or other mobile structure.

7 Related legislation and policy

7.1 NT Christian School policies and procedures

- Managing Prohibited Substances and Items Framework
- Search and Seizure Guidelines
- No Smoking Signage Template
- Workplace Health and Safety Policy
- Staff and Board Code of Conduct
- Parent, Volunteer, Visitor and Contractor Code of Conduct
- Student Code of Conduct
- Behaviour and Culture Management Policy
- Performance Management Policy

- Complaints Policy
- Child Protection Policy
- Mandatory Reporting Policy
- Privacy Protections Policy

7.2 Legislation

- Tobacco Control Act 2002 (NT) [Legislation Database \(nt.gov.au\)](#)
- Tobacco Control Regulations 2002 (NT) [Legislation Database \(nt.gov.au\)](#)
- Liquor Act 2019 (NT)
- Misuse of Drugs Act 1990 (NT) [Legislation Database \(nt.gov.au\)](#)
- Volatile Substance Abuse Prevention Act 2005 (NT) [Legislation Database \(nt.gov.au\)](#)
- Medicines, Poisons and Therapeutic Goods Act 2012 (NT) [Legislation Database \(nt.gov.au\)](#)
- Gaming Control (Community Gaming) Regulations 2006
- Weapons Control Act 2001

7.3 Other relevant resources

- The National Drug Strategy 2017-2026 [national-drug-strategy-2017-2026.docx \(live.com\)](#)
- Alcohol and Drug Foundation [The Alcohol and Drug Foundation - Alcohol and Drug Foundation \(adf.org.au\)](#)
- Australian Government Department of Health and Age Care – About vaping and e-cigarettes [About vaping and e-cigarettes | Australian Government Department of Health and Aged Care](#)
- [Changes to vaping in Australia from 1 July 2024 – Social media tiles | Australian Government Department of Health and Aged Care](#)