

## **ALCOHOL AND OTHER DRUGS POLICY**

### **INTRODUCTION**

The International College of Hotel Management (ICHM) is committed to providing a safe and productive environment for its students and staff.

The college, acknowledging this duty of care, has established this Policy document as part of its efforts to ensure a safe environment throughout the academic semester while students live and study on campus. This Policy incorporates further information to guide the appropriate use of alcohol and other drugs.

ICHM recognises that the use of alcohol and other drugs can impact on the workplace and this policy is aimed at minimising the harm that this impact has on the lives and study opportunities of students.

### **SCOPE**

This policy has been developed to provide policy direction and advice to ICHM staff and students as to the appropriate management of behaviour in relation to alcohol and other drug use within Regency International House or other accommodation arranged by ICHM and while attending formal and informal ICHM social and recreational functions. This policy also articulates the College's position in relation to illegal substances.

### **DEFINITIONS**

“Drugs” refer to alcohol and illegal drugs.

“Reasonable” is defined as moderate, not excessive or not exceeding the limit.

“Social functions” include all informal and formal ICHM social functions whether organised by ICHM itself or the Student Representative Council..

“Formal social functions” means official ICHM events requiring dress standards.

“Informal functions” can be defined as those events that are either sponsored, endorsed or supported by ICHM and are primarily organised by the student body (i.e. through the Social Committee or the Student Representative Council).

“Illegal Substances” includes cannabis, heroin, speed, ecstasy, etc....Please note that although cannabis is decriminalised in South Australia under certain circumstances, it is still an illegal substance and illegal use may subsequently attract a criminal charge.

# International College of Hotel Management

“Intoxication” is defined as inebriation, drunkenness, the loss of control over the physical and mental powers by means of alcoholic liquor or other substance.

“Unacceptable behaviour”: Those who consume alcohol or other drugs whether on or off the college premises, must take full responsibility for their subsequent behaviour. In particular, any of the following is regarded as being unacceptable behaviour within the College community.

- Any behaviour that brings the college into disrepute
- Physical or verbal abuse of another person
- Any harassment of another person, including sexual harassment
- Any damage to other people’s and/or college property
- Noise causing disturbance to others
- Any other behaviour which is sufficiently offensive to cause complaints from other people
- Intoxication during official college business (eg. In class and while attending formal and informal social and recreational activities organised by ICHM.)

## **RESPONSIBILITIES**

Staff employed by the College have a responsibility to behave in a professional manner and role model appropriate behaviours both socially and while on College premises (this includes any off campus accommodation).

Students who have not yet attained 18 years of age are prohibited from having in their possession or consuming alcohol until they turn 18.

All students other students enrolled in the three year ICHM Diploma, over 18 years old, are adults and are, therefore, responsible for their behaviour.

Second and third year students are expected to act as positive role models and to set an example of professional behaviour.

No student is to compel or to otherwise influence another student to drink alcohol against his/her will.

At every social function at which alcoholic drinks are available, a reasonable quantity of non-alcoholic and low alcohol drinks are also to be available. In addition, those responsible for organising such functions must ensure that appropriate food is available and that alcohol does not continue to be served to those present who are intoxicated.

# International College of Hotel Management

## **POLICY**

### ***Illegal Drugs***

Illegal drugs will not be tolerated in the college community. The use and possession of illegal drugs is strictly forbidden and is regarded as serious misconduct and will be treated as such.

Those found using, in possession of and/or dealing in illegal drugs will be reported to the police. Any decision on this form of action will be made by the Principal in consultation with the Student Welfare Manager, Regency International House Administrator, or the ICHM Educational Manager.

### ***Alcohol***

While alcohol may be consumed, as appropriate, within the confines of Regency International House and at formal and informal social and recreational activities, resulting in inappropriate behaviour, excessive use impacting on studies and relationships and dependence will lead to intervention.

Students should be aware of the requirements of the law in regard to alcohol.

- That the blood alcohol level of a fully licensed driver should not exceed .05 whilst driving a motor vehicle or motor cycle in South Australia. Those who have probationary licence (P plate) are to have zero blood alcohol level.
- The sale or supply of alcohol to minors (those under 18 years of age) is an offence under the South Australian Liquor Licensing Act
- Responsible service of alcohol obligations under the South Australian Liquor Licensing Act which prohibit staff from serving alcohol to someone who is intoxicated..

## **INTERVENTION**

The Student Welfare Manager, the RIH Manager, the Principal and all lecturers and staff of ICHM all contribute to the management of the college's obligation under its duty of care to provide a safe learning and working environment.

In particular, reception staff at RIH and the night duty officer who is available from 8pm to 6am each day, are responsible for performing monitoring duties and to respond appropriately to any health or welfare related issues that students may have. Reception staff and the night duty officer are located in the RIH reception, and are accessible to students at all times by phone and will be available to respond to students issues.

# International College of Hotel Management

As perceived by ICHM management, those students whose work and academic performance is suffering or whose behaviour is proving disruptive will be approached and advised of the appropriate action they need to take if the use of alcohol or other drugs is a contributing factor. The student, however, will have a choice as to what form this action, if any, will be. Students who believe they have issues with alcohol or other drugs are encouraged to seek assistance from the ICHM Student Welfare Manager, Student Services, the Principal/Vice Principal ICHM or their medical practitioner.

Its duty of care obligations may also lead ICHM staff members to intervene in the case of students displaying signs or symptoms of intoxication, regular excessive use or dependence on alcohol or other drugs. Intervention will depend on the level of behavioural problems and the level of dependency.

## *Intoxication*

Problems of intoxication result from the acute effect of drug consumption and can last for several hours. They are the most obvious effects of drug use. General disruption of behaviour, such as impaired co-ordination, reaction time, memory and other cognitive functions, can contribute to an increase in accident risk. Intoxication is also associated with aggressive behaviour. Intoxicated behaviour may be associated with harms to the individual themselves or to other people.

Students who become intoxicated and display disruptive or aggressive behaviour within RIH or while attending formal or informal social or recreational activities organised by ICHM can expect intervention and consequences for their actions.

## *Regular Excessive Use*

Regular drug use that does not necessarily involve intoxication may still result in problems such as poor health, due to the continual chemical insult to the body.

Behavioural issues, falling attendance and poor academic performance will also lead to intervention in the form of counselling.

## *Dependence*

Dependence is not an 'all or nothing' phenomenon. The degree of dependence that a person experiences can be found on a continuum from mild to severe and can be expressed as the degree of difficulty that the individual has in refraining from use. In the process, as time is devoted to drug seeking and drug taking, other activities may become less important to the individual.

# International College of Hotel Management

It may be useful for students and staff to consider their alcohol and other drug consumption within this framework and adjust their consumption in order to minimise harm to themselves. Alcohol and other drugs related harm can have serious impact on staff and students ability to perform and it is this effect on performance and student well being that is the interest of this policy.

ICHM will make every effort to intervene to support the student and to refer them to appropriate counselling and support services. Students will be made aware, however, of the consequences of not attempting to help themselves.

## **EDUCATION**

Each semester when students arrive on campus, the college will provide adequate and appropriate information to all students about the effects both long and short term of using alcohol and other mind altering substances. The college will ensure sufficient literature is available throughout the year providing further information to students. Satisfactory mechanisms will be in place for the counselling and help of those who require it in regard to the consumption of alcohol and other mind altering substances, especially where it has been identified that this consumption has a negative impact on the students work and academic performance.

## **SOCIAL AND RECREATIONAL ACTIVITIES**

Students must be mindful that as representatives of ICHM enrolled in a management program, they are under constant scrutiny on campus and in industry. Formal and informal social and recreational activities are fully integrated into the ICHM experience. Behaviour that reflects badly on ICHM whether on campus or not at any activity organised by ICHM that results in disruptive or aggressive behaviour will be addressed under this Policy.