

# **Misuse of Drugs Policy**

**(Appendix C)**

## **Misuse of Drugs Policy (Appendix D)**

### **1. Introduction**

- 1.1 This policy has been put together to establish the procedures for dealing with issues arising around students being involved in the misuse of drugs, and to ensure that appropriate support is provided for any student involved.

### **2. Statement**

- 2.1 The Students' Union does not condone the illegal use of drugs or other substances (medically or non-medically prescribed) and will actively work to ensure appropriate action is taken against misuse and ensure that appropriate support is provided for any student found to be under the influence or in possession of such substances.

### **3. Support**

- 3.1 The Students' Union works to support and represent students. As such, if you have concerns about your own drug use, or that of a friend, then you are encouraged to seek advice from the Students' Union. The Student President and the Welfare and Support Co-ordinator are available to provide initial advice and information to students and have details of a number of organisations available to provide further advice and support.
- 3.2 Any information conveyed in any discussion with the above personnel will not be disclosed to another party unless there is concern that the student may be harming themselves or others, or if the student gives written permission detailing who can be contacted.

### **4. Disciplinary Action**

- 4.1 Any student(s) found in possession or under the influence of drugs whilst in the Students' Union building or at a Students' Union-run event will be reported to the Student President. The Student President will then contact the student(s) to arrange a meeting to discuss the matter.
- 4.2 As a result of the meeting the Student President will establish the best course of action to take. This can range from a conversation with the student(s) giving information about the university drug policy, health risks and services available; through to Students' Union disciplinary action and/or reporting of the incident to the University and/or the Police.

- 4.3 Following the meeting with the student(s) if the President deems it necessary, the student(s) could face a suspension of membership of the Students' Union. A full inquiry shall be conducted by the Executive Committee in accordance with the Disciplinary Policy for Members contained in the Constitution (Schedule 10).
- 4.4 If the outcome of this inquiry is deemed to require the intervention of the University and/or the police the Executive Committee will act accordingly.
- 4.5 During this period the membership of the Students' Union will remain suspended and the student(s) will not be permitted to be involved in any Students' Union activity or use the Students' Union commercial services. The student(s) will still be permitted access to support and advice from the Student President and/or Welfare and Support Co-ordinator.
- 4.6 The University provides guidance on its policies and procedures related to the use of drugs. The University whilst not encouraging or condoning the use of drugs, will provide advice to any student wishing to discuss the use of drugs.
- 4.7 Any student(s) involved in disciplinary action with the University can receive support, advice and representation from the Students' Union. If such assistance is required the student(s) should contact the Student President.

## **5. Students' Union Staff Members**

- 5.1 If a student member of Students' Union staff is under the influence or in possession of illegal substances whilst working for the Students' Union this should be reported to both the General Manager and to the Student President. The Disciplinary Procedures the Students' Union Staff will be followed in this instance.
- 5.2 If the student is not working at the time they are found to be under the influence or in possession of illegal substances, the action taken will follow the disciplinary actions outlined in section 4 of this policy.
- 5.3 Any decision to suspend membership will include suspension of duties as a staff member whilst any investigation of the Executive Committee takes place. The General Manager will inform the relevant line manager of the appropriate action to be taken.

## **6. Executive Officers and Representatives of the Students' Union**

- 6.1 Any Officer or Representatives found to be under the influence or in possession of illegal substances whilst involved in Students' Union work, on University or Students' Union property or involved in any activity directly related to the Students' Union (e.g. NUS Conferences and training events) will be subject to the policy.
- 6.2 It will be viewed as a serious neglect of duties if any Executive Officers or Representatives of the Students' Union is found to be under the influence or in possession of illegal substances. The Officer or Representative will be suspended from all duties relating to their position during any investigation undertaken by the remaining Executive Officers assisted by the Students' Union General Manager.
- 6.3 If the offending Officer is the Student President then the initial meeting, as outlined in 4.1, will be convened by the Chair of Student Parliament.