# HOËRSKOOL HERMANUS HIGH SCHOOL

# DWELMBELEID / DRUG POLICY

# DWELMBELEID

## 1. INLEIDING

Die Skool aanvaar en erken dat ‘n wye verskeidenheid verslawende en gewoontevormende middels maklik in die samelewing verkrygbaar is. Die Skool aanvaar ook dat ons kinders nou en in die toekoms gereeld in verskeie situasies aan sulke middele blootgestel gaan wees.

Die Skool erken dat veral jongmense blootgestel is aan die misbruik van middele en dat die misbruik van hierdie middele op alle vlakke en op alle maniere baie nadelig vir leerders is (geestelik, fisies, sielkundig, sosiaal, ontwikkeling, emosioneel en persoonlik).

Hierdie beleid is opgestel met in ag neming van huidige mediese en psigologiese inligting en standaarde oor die misbruik onder adolessente.

## 2. DEFINISIES

“**Hermanus**” verwys na die leerders en personeel (leerkrag, administratief en ondersteunend) van Hoërskool Hermanus.

“**Die Skool**” verwys na die Hoërskool.

“**Dwelm**” verwys na ‘n chemiese middel wat ‘n psige-aktiewe effek het. Dit sluit kruie sigarette, e-sigarette /vaping, dagga, inasemingsmiddels, farmaseutiese middels, onwettige dwelms en beeld- en-optredeverrykende middels in.

“**Middel**” verwys na dieselfde betekenis as dwelm, soos bo aangedui.

“**Misbruik**” verwys na die gebruik van onwettige dwelms of die gebruik van ‘n middel anders as dit waarvoor dit bedoel is.

“**Personeel**” verwys na alle individue in diens van die skool, dit sluit akademiese- en onder-wysende personeel, administratiewe, ondersteuning- en onderhouds-personeel in.

# DRUG POLICY

## 1. INTRODUCTION

The School accepts and acknowledges that a wide variety of addictive or habit-forming substances are readily available throughout society, and that our children are, and will continue to be, regularly exposed to such substances through various situations.

The School recognizes that young people are particularly vulnerable to substance misuse and that substance misuse is directly detrimental to learners at all levels and in all ways (mentally, physically, psychologically, socially, developmentally, emotionally and personally).

This policy has been written in keeping with the current medical and psychological understanding of substance use and abuse by adolescent young people.

## 2. DEFINITIONS

**“Hermanus”** is taken to include the learners and staff (teaching, administrative and support) who make up Hermanus High School.

“**The School”** is taken to mean Hermanus High School.

**“Drug”** is taken to mean a chemical substance that produces a psycho-active effect. This includes herbal cigarettes, e-cigarettes/vaping cannabis, inhalants, pharmaceutical drugs, illicit drugs as well as image and performance enhancing substances.

**“Substance”** is taken to have the same meaning as “drug” outlined above.

**“Abuse”** is taken to mean the use of an illicit drug, or the use of a substance for a purpose other than it was intended for.

**“Staff”** is taken to mean all individuals employed by the School; this includes academic and teaching personnel, administrative personnel, support and maintenance staff.

## 3. DOEL VAN DIE BELEID

**Die Skool:**

- Aanvaar dat dit saam met ouers ‘n rol het om te speel om jongmense met inligting en kennis oor dwelms en die misbruik van middels toe te rus.

- Erken dat die samelewing verander en die morele waardes en norme daarvan voort-durend aangepas word, en dat nie alle fasette van die samelewing noodwendig, soos die Skool, teen die besit en gebruik van verbode middels is nie.

- Dring daarop aan dat ouers deelneem om ‘n sterk vennootskap met die Skool te bou om potensiële skade, moontlik veroorsaak deur verslawende middels, te verminder. Dit verwag ook dat elke ouer en leerder ‘n algehele verbod op die gebruik van sulke middels sal plaas.

- Erken dat ‘n veilige en gedissiplineerde leeromgewing een van die kritieke elemente tot die suksesvolle aanbieding van kwaliteit opvoeding is en dat die rol wat dwelms speel, dit ondermyn.

- Aanvaar dat daar ‘n hoë verwantskap tussen dwelmmisbruik en ander anti-sosiale en hoë risiko optrede, insluitende oneerlikheid, diefstal, geweld en bende-aktiwiteite is.

- Aanvaar dat ‘n suiwer strafregtiglike benadering tot dwelmmisbruik slegs tot deel van die oplossing kan bydra.

**Aangesien die gebruik van onwettige middels in die skoolmileu nie toegelaat of onderskryf kan word nie, is die doel van die Middelmisbruikbeleid om ‘n middelmisbruikprogram binne die Skool te bevorder met die primêre fokus op die volgende:**

- Om die misbruik en afhanklikheid van dwelms onder leerders en personeel te verminder, asook, waar moontlik, ondersteunend te wees in die rehabilitasie van diegene met ‘n dwelmprobleem.
- Om die skool se benadering en beleid wat dwelms en dwelmverwante sake betref duidelik te maak.
- Om inligting en leiding oor die implementering en monitering van die Skool se dwelmvoorkomingsprogram te verskaf.
- Om hulp en ondersteuning aan die leerders wat dwelms misbruik, asook aan die meerderheid leerders en personeel wat nie dwelms gebruik nie, maar wel geaffekteer word deur die dwelmgebruik van andere, aan te bied.
- Om die leerders en personeel se algemene welstand, gesondheid, veiligheid en produktiwiteit in die skoolmileu te bevorder.
- Om nie die leerders wat dwelms misbruik te oordeel nie, maar om te verseker dat gepaste ondersteuning aan leerders en personeel wat hulp benodig met dwelmverwante probleme verleen word.
- Om die effektiewe voorkoming, bestuur en versorgingsplanne vir dwelmmisbruik en afhanklikheid te klemtoon.
- Om 'n ondersteunende omgewing te verseker, maar terselfdertyd die regte van alle leerders betrokke in dwelmgebruik, misbruik of afhanklikheid, sowel as ander leerders, onderwysers en lede van die skoolgemeenskap voor te hou.

## 3. PURPOSE OF THE POLICY

**The School**:

- Accepts that it has a part to play, along with parents, in equipping young people with information and knowledge about drugs, and substance misuse generally,
- Acknowledges that society changes and adapts its morals and norms constantly, and that not all of society is necessarily as totally opposed to the possession and use of prohibited substances as the School is.
- Insists that parents participate in a strong partnership with the School to minimize the potential harm to learners which may be caused by addictive substances, and expects that every parent and learner should support a total prohibition on such substances.
- Recognises that a safe and disciplined learning environment is one of the critical elements in the successful delivery of quality education and acknowledges the role played by drugs in undermining this.
- Recognises that there is a high correlation between drug abuse and other anti-social and high-risk behaviour, including dishonesty, theft, violence and gangsterism.
- Recognises that purely punitive approaches to drug abuse can only produce part of the solution.

**As the use of illegal substances in the school environment cannot be allowed or condoned, the purpose of this substance abuse policy is to promote a substance abuse programme within the School with the primary focus on the following:**

- To minimise / eliminate the abuse and dependence on drugs amongst the School's learners and staff and to assist, where possible, in the rehabilitation of those who have a drug problem.
- To clarify the approach and intentions of the School with regard to drugs and drug- related issues.
- To provide information and guidance on implementing and monitoring the School's drug prevention programme.
- To help and support not only those learners who abuse drugs, but also the majority of learners and staff who do not use drugs, but may be affected by the usage of drugs by others.
- To enhance learner and staff well-being, safety, health and productivity in the School environment.
- Not to condone learners who use drugs, but to ensure that appropriate support is provided to learners and staff who require help for drug related problems.
- To outline the effective prevention, management and treatment plans for drug use, misuse and dependency.
- To ensure a supportive environment while always holding the rights of all learners involved in drug use, abuse or dependence as well as other learners, teachers and members of the School community as the highest concern.

## 4. RIGTINGGEWENDE BEGINSELS VAN DIE BELEID

In die hantering van alle insidente wat die gebruik en /of misbruik van verbode middels insluit, onderneem die skool om tot die volgende beginsels verbind te bly:

- Die besit, gebruik of verspreiding van onwettige dwelms, en die **onvanpaste** besit, gebruik of verspreiding van wettige dwelms is nie aanvaarbaar by Hoërskool Hermanus (HHS). Hierdie boodskap sal duidelik en gereeld aan die skoolgemeenskap gekommunikeer word.

- Enige **aksie** geneem moet in ooreenstemming wees met die skool se strewe om 'n veilige en ondersteunende omgewing te ontwikkel wat regverdigheid en menswaardigheid na waarde skat.

- Intervensie moet hoofsaaklik gerig wees op die verskaffing van ondersteuning, herstel van gesondheid, aanspreek van onderliggende sielkundige kwessies en die voorkoming van terugval.

- Alle inligting t.o.v. dwelmgebruik, misbruik of afhanklikheid deur 'n leerder, moet sensitief en ooreenkomstig met die skool se riglyne t.o.v. vertroulikheid hanteer word. Die Beleid moet aan POPIA riglyne voldoen.

- In gevalle van dwelmgebruik en /of misbruik moet ouers/voogde so vroeg as moontlik ingelig en betrek word in 'n poging om die leerder te help.

## 5. DIE GEBRUIK VAN DWELMS

Die inname of gebruik en besit van enige dronkmakende middel of dwelm, uitgesluit medikasie deur 'n geregistreerde mediese praktisyn voorgeskryf, is verbode.
**Dit sluit alkohol in**.

Geen dwelms sal op die terrein van Hoërskool Hermanus toegelaat word nie. Sou dwelms ontdek word, sal die nodige aksie geneem word.

Enige leerder wat onder die invloed van dwelms of alkohol bevind word, mag nie deel van die algemene skoolgemeenskap bly nie en stel homself/haarself bloot aan dissiplinêre aksie soos uiteengesit in die beleid rakende die gebruik van verbode middels.

## 6. DIE HANTERING VAN, VERSKAFFING EN VERKOOP VAN DWELMS

Die hantering van verbode middels op die terrein van Hoërskool Hermanus, die verskaffing aan leerders (met of sonder die verwagting van betaling), die aanbied van verbode middels aan ander leerders en die verkoop van verbode middels aan ander leerders is verbode. Bogenoemde sal as ernstige oortredings beskou word a.g.v. die bedreiging wat dit vir die ander leerders en personeel van die Skool inhou. Daarom sal hierdie oortredings altyd 'n dissiplinêre verhoor, soos uiteengesit in die Skool se Dissiplinêre Beleid, tot gevolg hê.

Indien 'n leerder aan die verkoop van verbode middels skuldig bevind word, sal die Skool dit aan die betrokke staatsgesagsowerhede (Safe Schools) rapporteer.

## 4. GUIDING PRINCIPLES OF THE POLICY

In dealing with all incidents involving the use and / or abuse of substances, the School shall endeavour to adhere to the following principles:

- The possession, use or distribution of illegal drugs, and the **inappropriate** possession, use or distribution of legal drugs, is not acceptable at Hermanus High School (HHS) and this message should be clearly and consistently communicated to the School community.
- Any action taken should be consistent with the School's desire to develop a safe and supportive environment that values fairness and human dignity.
- Intervention should primarily be aimed at providing support, restoring health, addressing underlying psychological issues and preventing relapse.
- All information relating to drug use, misuse or dependency by a learner, should be treated sensitively and in accordance with the Schools guidelines on confidentiality. The Policy must comply with POPIA guidelines.
- In cases of drug use and / or abuse, parents / guardians should be informed and involved at the earliest possible opportunity in any attempts to help the learner.

## 5. THE USE OF DRUGS

The consumption or use and the possession of any intoxicating substance or drug, excluding prescription medication and then only when prescribed by a registered medical practitioner, is prohibited. **This includes alcohol**.

No drugs will be allowed on the premises of Hermanus High School and should these be discovered, the necessary action will be taken.

Any learner found to be under the influence of drugs or alcohol may not remain with the general school population and will be liable for disciplinary action as laid out in this policy for the use of substances.

## 6. THE TRAFFICKING, SUPPLYING AND SELLING OF DRUGS

The trafficking of substances on the Hermanus High School grounds, supplying substances to other learners (with or without the expectation of payment), offering substances to other learners and the sale of substances to other learners is prohibited. These are seen as serious offences because of the threat they provide to the safety of other learners and staff in the School. As such, these offences will always lead to a disciplinary hearing as laid out in the School's Disciplinary Policy.

When a learner is found guilty of selling substances, the School will report this to the relevant State authorities. (Safe Schools)

## 7. DWELMDEURSOEK / TOETSING

Dwelmdeursoek mag nie die eerste stap van intervensie in die hantering van kwessies van die misbruik van verbode middels wees nie. Dit kan wel deel vorm van 'n gestruktureerde intervensieplan wat ten doel het om alle leerders en gerehabiliteerde leerders wat dwelms gebruik en misbruik, op te voed.

Dwelmdeursoeking sal oorweeg word indien dit gereken word as "in die beste belang van die kind" en sal geïmplimenteer word in 'n omgewing wat hom / haar verbind tot die beskerming van persoonlike regte m.b.t. privaatheid, waardigheid en fisiese integriteit. Alle ouers van Hoërskool Hermanus leerders is die geleentheid gebied om skriftelike toestemming te gee tot ‘n dwelmdeursoek in ooreenstemming met hierdie Beleid.

Indien 'n dwelmdeursoek as noodsaaklik beskou word, moet dit deel vorm van 'n gestruktureerde intervensie of 'n terugval-voorkomingsprogram en moet in ooreenstemming met die prosedure soos uiteengesit in *die* ***Prosedurehandleiding vir Deursoek*** uitgevoer word.

## 8. "HERMANUS GEE OM" VRYWILLIGE DWELMTOETSPROGRAM

As deel van die Skool se verbintenis tot die minimalisering van die gebruik van dwelms sal alle leerders die geleentheid gegee word om deel van die Skool se vrywillige dwelmtoets-program, "***Hermanus Gee Om***" te wees. Geen leerder sal verplig of gedwing word om deel van die program te wees nie.

Die "***Hermanus Gee Om***" program het die skep van 'n dwelmvrye kultuur binne die skool ten doel en bemagtig leerders om nee vir dwelms te sê. Die verwagting dat hulle getoets mag word, is genoegsaam om sommige leerders hul dwelmgebruik te laat staak of hul af te skrik. Dit is ook 'n geleentheid om dwelmgebruikers op 'n vroeë stadium te identifiseer.

‘n Personeellid is veantwoordelik vir implementering van die “***Hermanus Gee Om***” program. As ‘n leerder deel van die “***Hermanus Gee Om***” program wil wees, moet die leerder en sy / haar ouers die toestemmingsbrief onderteken en dit terugstuur skool toe.

Leerders wat vir die program ingeskryf het, sal gereeld op ‘n ewekansige manier met behulp van ‘n trekking van toelatingsnommers geselekteer word. Die toetsings sal dan volgens die riglyne wat in die ***toetsingprosedure riglyne*** bepaal is, uitgevoer word.

**Wanneer ‘n leerder positief vir ‘n dwelm getoets is:**

- Die ouer/voog sal ingelig word om sy/haar kind onmiddellik te kom haal
- Saam met die skool se Sosiale Werker, of ‘n ander bekwame persoon, sal die leerder en sy / haar ouers ‘n intervensie bespreek wat daarop gemik is om die redes aan te spreek waarom hy / sy verslawende middels gebruik. Die proses mag ‘n verwysing na ‘n spesialis van buite vir sielkundige assessering en intervensie insluit.
- **Sal** maatreëls om die leerder te ondersteun in plek gestel word, sodat hy / sy nie voortgaan om dwelms te gebruik nie.
- Sal opvolg dwelmtoetse deel van hierdie intervensie wees.
- Sal die leerder gewaarsku word dat as hy / sy posititef in ‘n opvolgdwelmtoets toets, dit aan die skoolhoof gerapporteer sal word en hy mag dan besluit om dissiplinêre maatreëls toe te pas.

## 7. <u>DRUG SCREENING / TESTING</u>

Drug screening may not be the first point of intervention in dealing with issues of substance abuse, but may form part of a structured intervention plan that aims to educate all learners and rehabilitate learners who are using and abusing drugs.

Drug screening will be considered if it is deemed in the "<u>child's best interest</u>" and implemen-ted in an environment that is committed to safeguarding personal rights relating to privacy, dignity and bodily integrity. All parents of learners at Hermanus High School have been given an opportunity to give written consent to drug screening in accordance with this policy.

Should a drug screening be considered necessary, it should form part of a structured interven-tion or relapse prevention programme, and should be carried out according to the procedure laid out in ***the Screening Procedure Guidelines.***

## 8. <u>"HERMANUS CARES" VOLUNTARY DRUG TESTING PROGRAMME</u>

As part of the School's commitment to minimising the use of drugs, all learners will be given the opportunity to be part of the School's voluntary drug testing programme "***Hermanus Cares***". No learner will be pressurised or forced to be part of the programme.

The "***Hermanus Cares***" programme is aimed at creating a drug-free culture within the School, and empowering learners to say "NO" to drugs. The expectation that they may be tested is enough to make some learners stop using drugs – or never start in the first place. It is also an opportunity to identify drug users at an early stage.

A member of staff is responsible for the running of the "***Hermanus Cares***" programme. In order for the learner to be part of the "***Hermanus Cares***" programme, both the learner and his / her parent should sign the consent form and return it to the school.

Learners who have signed up for the programme will be randomly selected on a regular basis by means of a draw of admission numbers. The testing will then be carried out in accordance with the procedure laid out in ***the screening procedure guidelines.***

**If a learner tests positive with a drug screening:**

- The parent / guardian will be informed to fetch his / her child immediately
- Together with the school's Social Worker or other competent person, the learner and his/her parents will discuss an intervention that aims to address the reasons why he/she is using substances; the process may involve a referral to an outside specialist for psychological assessment and intervention.
- Measures will be put in place to support the learner, so that he/she does not continue to use drugs.
- Follow up drug screens will be part of this intervention.
- The learner will be cautioned that if he/she tests positive on a follow up drug screen, the incident will be reported to the principal who may decide to implement disciplinary procedures.

## 9. DISSIPLINêRE INTERVENSIE VIR DWELMGEBRUIK / POSITIEWE TOETSING

Dit mag vir die Skoolhoof nodig wees om te versoek dat ‘n dissiplinêre ondersoek ingestel word om gevalle van dwelmmisbruik in die Skool te ondersoek. In sodanige gevalle sal die dissiplinêre verhoor volgens die Skoolbeleid vir Dissiplinêre Verhore gedoen word en mag dit op positiewe strafmaatreëls uitloop.

Die volgende strafmaatreëls sal as riglyn dien wanneer ‘n leerder óf positief toets vir die gebruik van dwelms óf betrokke is by gevalle van dwelmgebruik.

1ste Positiewe toetsing / insident

- ‘n Brief sal aan die ouer deurgegee word en op lêer gehou word.
- Verwysing na ‘n dwelmmisbruikspesialis vir ‘n volledige sielkundige evaluering.
- Implementering van ‘n intervensieplan wat met die ouers se samewerking / betrokkenheid saamgestel word.
- Opvolgdwelmtoetse wat deel van die gestruktureerde intervensieprogram sal vorm.
- Ondersteuningsmaatreëls om die volgehoue gebruik van dwelms te voorkom.
- ‘n Finale waarskuwing vir dwelmgebruik.
- Die leerder sal na 6 weke weer getoets words vir dwelmgebruik.
- Indien die leerder die skool in enige sportkode verteenwoordig veral 1ste span, sal hy/sy vir 2 wedstryde nie toegelaat word om te speel nie.

2de Positiewe toetsing / insident

- Dit sal tot ‘n dissiplinêre ondersoek lei, gevolg deur ‘n dissiplinêre verhoor soos deur die Skool se Gedragskode bepaal.

- Strafmaatreëls kan ‘n aanbeveling vir skorsing van 7 dae gebied word.

- Leerders sal gedurende pouse in isolasie geplaas.

Alle leerders sal die nodige ondersteuning om van die gebruik van onwettige middels weg te breek gebied word. Geen leerder sal weggewys word as hy / sy ondersteuning vra nie. As die leerder egter nie van die hulp, wat aan hom / haar aangebied word, gebruik wil maak nie, sal die Skool geen ander keuse hê as om die nodige aksies, soos deur die Skool se gedragskode bepaal is, te neem nie.

Waar ‘n leerder die reëls, soos hierbo uiteengesit, met verwysing na die besit en / of gebruik van verbode middels, verbreek moet die leerder verwag dat die Dissiplinêrekomitee van die Beheerliggaam byeengeroep sal word, veral as hy / sy middels tot die beskikking van ‘n ander leerder in die Skool gestel het. Die Komitee het dan die reg om enige strafmaatreël aan te beveel soos deur die Gedragskode of die SA Skolewet en verwante wette, bepaal word, tot en met die insluiting van uitsetting van die betrokke leerder.

Wanneer ‘n leerder erken of as daar bevind is dat hy /sy geaffekteer is deur, of in besit is van, of verbode middels gebruik, en hy / sy faal om aan enige rehabilitasieprogram tot bevrediging van die skool te volg, moet die leerder verwag om voor die dissiplinêre komitee van die Beheerliggaam te verskyn.

## 9. DISCIPLINARY INTERVENTION FOR DRUG USE / POSITIVE SCREENING

It may be necessary for the Headmaster to request that a disciplinary enquiry be conducted to investigate instances of substance abuse in the School. In such cases the disciplinary hearing will be conducted in accordance with the School's policy on Disciplinary Hearings and may result in punitive sanctions.

The following sanctions will serve as guidelines when a learner either tests positive for the use of drugs or is involved with incidents of substance abuse:

1st Positive testing / incident

- A letter will be issued to the parent and kept on file.
- Referral for complete psychological assessment by a substance abuse specialist.
- Implementation of an intervention plan which has been tailored with the parents' involvement.
- Follow up drug screenings as part of a structured intervention programme.
- Support measures to prevent continued use of substances.
- A final warning for substance abuse.
- The learner will be tested after 6 weeks for drug use.
- If the learner represents the school in any sport code especially 1st team, he or she will not be allowed to play 2 mactches.

2nd Positive testing / incident

- This will result in a disciplinary enquiry followed by a disciplinary hearing as laid out in the School's Code of Conduct.

- Punitive sanctions could include a recommendation of suspension of 7 days.

- Learner will be isolated during break time.

  All learners will be offered the support necessary to break away from the use of illegal substances. No learner will be turned away should he / she request assistance. However, in cases where the learner does not wish to make use of the help offered to him / her, the School will have no choice but to take the necessary action as laid out in the School's Code of Conduct.

  Where a learner is found to be in violation of the rules set out above relating to possession and / or use of prohibited substances, that learner should expect, particularly if he / she has made substances available to any other learner within the School, that the Disciplinary Committee of the Governing Body will be summoned and will be entitled to recommend any sanction provided for in the Code of Conduct or the SA Schools and related acts, up to and including the expulsion of the learner concerned.

  When a learner has disclosed or been found to be affected by, in possession of, or having used prohibited substances, and he / she fails to comply with any rehabilitation programme to the satisfaction of the School, he / she should expect to appear before the disciplinary committee of the Governing Body.

## 10. LEERDER VRA VIR ONDERSTEUNING

Nieteenstaande die Skool se volgehoue poging om met ouers saam te werk om die gebruik van verbode middels uit te roei, erken die Skool die realiteit dat nie alle4-14 leerders te alle tye ‘n gesonde, dwelmvrye lewe lei nie. Die Skool besef dat daar altyd van tyd tot tyd leerders is, en sal wees, wat eksperimenteer met, of wat probleme het met afhanklikheidsvormende middels. In elke geval sal die skool alles in sy vermoë doen om ‘n leerder wat die skool nader vir hulp, van die hulp te voorsien, op voorwaarde dat die vraag na hulp plaasvind voordat die leerder in besit betrap word of die onderwerp is van ‘n ondersoek na verbode middels van enige aard.

Vir hierdie doel, nooi die Skool enige leerder met dergelike probleme om die Skoolhoof of enige ander personeellid wat hy / sy vertrou te kontak. ‘n Dwelm- en alkoholraadgewer sal beskikbaar gestel word vir dié leerders wat hulp vir hul dwelmgebruik benodig.

## 11. DEURSOEK VIR DWELMS

In gevalle waar ‘n personeellid rede het om te vermoed dat ‘n leerder onwettige en/of beheer-de stowwe in sy / haar besit het, moet so ‘n lid die Bestuurspan van die skool nader en die situasie bespreek. Indien die lid van die Bestuurspan dan oortuig is dat daar ‘n redelike vermoede bestaan dat die leerder genoemde stowwe in sy / haar besit het, mag so ‘n Bestuurspanlid ‘n deursoek onder die volgende bepalings las:

- Die deursoek moet deur ‘n persoon van dieselfde geslag uitgevoer word.
- Die deursoek van die leerder onder verdenking moet in die teenwoordigheid van ‘n volwasse getuie van dieselfde geslag, uitgevoer word.

Sou die lid van die Bestuurspan vind dat die leerder wel in besit van ‘n verbode middel is, moet hy/sy die betrokke leerder se ouers, die onderwysersielkundige en die Skoolhoof verwittig, wat dan oor die toepaslike stappe wat geneem moet word sal besluit.

Die Skoolhoof sal eie diskresie gebruik oor of die Suid-Afrikaanse Polisiediens vir lukrake dwelmondersoeke ingeroep sal word. As ‘n leerder in die besit van enige onwettige middels betrap word, sal hy / sy aan die Suid-Afrikaanse Polisie oorhandig word vir verdere ondersoek. Die leerder se ouers sal onmiddellik van die gebeurtenis in kennis gestel word. Hierdie oortreding kan ook tot ‘n dissiplinêre verhoor lei soos in die Skool se Dissiplinêre Beleid uiteengesit is.

## 12. PROSEDURE vir die BERGING en WEGGOOI van GEKONFISKEERDE MIDDELE

Indien ‘n verbode middel gekonfiskeer word, sal die volgende stappe gevolg word:

- Indien die middel ‘n gekontroleerde, maar nie ‘n onwettige middel (soos alkohol of tabak) is nie, mag van die middel ontslae geraak word na goeddunke van die volwassene wat die insident hanteer.
- Indien die middel onwettig is, moet dit in ‘n geseëlde plastieksak of koevert in die teenwoordigheid van ‘n ander volwasse getuie plaas word.
- Hierdie geseëlde sak of koevert moet dan in ‘n kluis of kas toegesluit word sodat geen ongemagtige persoon daartoe toegang kan hê nie.
- Die Suid-Afrikaanse Polisiediens (SAPD) moet dan gekontak word om die onwettige middel te kollekteer en volgens wettige prosedures daarvan ontslae te raak.

## 10. THE LEARNER COMING FORWARD FOR SUPPORT

Notwithstanding the School's determination to work with parents to eradicate substance abuse, the School acknowledges the reality that not all learners will at all times achieve a healthy, drug-free life. Recognizing, therefore, that there are, and will be from time to time, learners who experiment with, or who have problems with, dependence-producing substances, in any instance where a learner approaches the School for assistance, the School will endea-vour to provide such assistance, provided that the approach occurs before the learner is caught in possession of, or is the subject of an investigation concerning, prohibited substances of any nature.

To this end, the School invites any learner with problems of this nature to communicate either with the Headmaster or any other member of staff whom he / she trusts. An experienced drug & alcohol counsellor will be made available to those learners requiring help due to their substance use.

## 11. DRUG SEARCHES

In instances where a member of staff has reason to suspect that a learner has in his / her possession an illegal or controlled substance, he / she should approach a member of the School's Management team and discuss the situation. If the member of the Management team believes that there is reasonable suspicion that the learner is in possession of a prohibited substance he / she may carry out a search, but only in accordance with the prescripts below:

* The search must be carried out by a person of the same gender.
* The search takes place in the presence of the learner concerned and a second adult witness of the same gender.

Should the member of the Management team find the learner in possession of a prohibited substance, he / she should inform the learner's parents, the teacher psychologist and the Headmaster, who will decide on the appropriate action to be taken.

The Headmaster will at his discretion request the South African Police Services to come to the school to carry out random drug searches. If a learner is found in the possession of any illegal substance he/she will be handed over to the South African Police who will investigate the matter further. The learner's parents will immediately be informed of the incident. This offence may also lead to a disciplinary hearing as laid down in the School's Disciplinary Policy.

## 12. PROCEDURE FOR STORAGE AND DISPOSAL OF CONFISCATED DRUGS

Should a prohibited substance be confiscated the following shall be followed:

- If the substance is controlled, but not illegal, such as alcohol or tobacco, the substance may be disposed of in a manner seen fit by the adult dealing with the incident.
- If the substance is illegal then it should be placed in a sealed bag or envelope in the presence of another adult witness.
- This sealed bag or envelope should then be locked away in a safe / cupboard which can be locked and that no unauthorized person has access to.
- The South African Police Service (SAPS) should then be contacted to collect the illegal substance and dispose of it according to legal procedure.

## 13. OPVOEDING EN VOORKOMINGSMAATREëLS

**Opvoeding van leerders:**

Die doel van voorkomende opvoeding is om die moontlikheid van die eksperimentering met dwelms te verminder of te belemmer deur informasie oor die gevare van die gebruik en misbruik van genoemde dwelms, sowel as die stigma rakende alkohol en dwelm- gebruik, -misbruik en -afhanklikheid te verminder Die doel is om diegene wat probleme in hierdie verband ondervind aan te moedig om die hulp wat hulle nodig het te soek.

Opvoeding rakende dwelms moet verseker dat leerders ouderdoms- en konteksverwante kennis en vaardighede opdoen om hulle in staat te stel om lewensvaardighede en verantwoordelike gedrag te bekom om hulle te beskerm teen dwelmgebruik, -misbruik en -afhanklikheid.

**Opvoeding van Ouers / Voogde**

Opvoeding en informasie rakende dwelmgebruik, -misbruik en –afhanklikheid, sowel as die Skool se beleid oor dwelmgebruik moet aan alle ouers en voogde van die leerders beskikbaar gestel word.

**Opvoeding van Personeel**

Opleiding rakende die bestuur van dwelmgebruik, -misbruik en –afhanklikheid, sowel as die nodige ondersteuning moet aan alle personeellede verskaf word. Personeel moet ook die nodige kennis en gereedskap ontvang om die tekens en simptome van dwelmgebruik te kan opmerk. Die Skool moet ook verseker dat alle personeel bewus is van die inhoud van hierdie beleid.

## 14. OORSKOU VAN DIE SKOOL SE DWELMBELEID

Die Skool se Dwelmbeleid moet beskou word as 'n lewende dokument, wat jaarliks hersien, geëvalueer en waar nodig aangepas word. Die doel hiervan moet wees om 'n gebalanseerde oorsig oor die effektiwiteit en tekortkominge van die dwelmvoorkomingsprogram van alle rolspelers te verkry en om daardie informasie te gebruik om die program te verbeter.

| | |
|---|---|
| MJ SMUTS | K COETZER |
| SKOOLHOOF | SBL VOORSITTER |

## 13. EDUCATION AND PREVENTION MEASURES

**Education of Learners:**
The objective of preventative education is to reduce or delay the likelihood of experimen-tation with drugs by providing information about the dangers of their use and misuse, as well as to reduce the stigma attached to alcohol and drug use, misuse and dependency. It is to encou-rage those who are experiencing problems to get the help they need.

Drug education should ensure that learners acquire age and context appropriate knowledge and skills, in order for them to adopt and maintain life skills and behaviour that will protect them from drug use, misuse and dependency.

**Education of Parents / Guardians:**
Education and information on drug use, misuse and dependency as well as the School's policy on drug use should be made available to all parents and guardians of learners.

**Education of Staff:**
Training should be provided for all staff on drug use, misuse and dependency, management and support. Staff should also be given the knowledge and tools to recognise the signs and symptoms of drug use. The school should also ensure that all staff are aware of the contents of this policy.

## 14. REVIEWING OF THE SCHOOL'S DRUG POLICY

The School's Drug Policy should be viewed as a living document, to be reviewed and evaluated regularly, and updated and amended when necessary. The objective of this is to get a balanced and representative overview of the effectiveness and shortcomings of the drug prevention programme, from all the role players, and use that information to improve the programme.

MJ SMUTS
PRINCIPAL

K. COETZER
SGB CHAIRPERSON

## ERKENNING VAN HOëRSKOOL HERMANUS SE DWELMBELEID

(**Neem asseblief kennis dat u vir hierdie Erkenning in die Aansoekvorm geteken het**.)

1. Ek verstaan dat die ondersteuning van en toestemming tot die Ewekansige Dwelmtoetsprogram nie verpligtend is en ook nie ‘n voorwaarde tot toelating as leerder tot die Hoërskool Hermanus is nie.

2. Ek bevestig hiermee dat ek vrywilliglik die Dwelmtoetsprogram ondersteun. Ek gee hiermee toestemming, onderhewig aan die voorwaardes hieronder omskryf, tot die ewekansige mediese toetsing van my kind vir die gebruik van onwettige dwelmmiddels terwyl hy / sy ‘n ingeskrewe leerder van Hoërskool Hermanus is.

3. Ek bevestig dat die voorgenome mediese toetsing en voorwaardes ten opsigte van die toetsing met my kind bespreek is en dat hy / sy daartoe toestemming gegee het.

4. Ek verstaan dat die ewekansige mediese toetsing van dwelms uitsluitlik as ‘n voorkomende en / of rehabiliterende maatreël onderneem word, en dat dit in belang van die leerder is en dat geen dissiplinêre stappe na die eerste positiewe toetsing van onwettige dwelms geneem sal word nie.

5. Ek verstaan dat die vertroulikheid van die toetsing te alle tye gerespekteer sal word om sodoende die leerder te beskerm.

6. Ek verstaan dat die datum en die tyd van die toetsing uitsluitlik deur die Skoolhoof se eie diskresie bepaal sal word. Die Skoolhoof word nie verplig om my of die leerder vooraf ten opsigte van ‘n toetsing in kennis te stel nie.

7. Ek verstaan dat Hoërskool Hermanus vir die betaling van die koste verbonde aan die ewekansige mediese toetsing verantwoordelik gehou sal word. Verder word dit ook verstaan dat indien die leerder positief vir onwettige dwelmmiddels getoets sou word, ek verantwoordelik vir die betaling van enige onkostes weens verdere mediese toetsing, berading en ‘n ondersteuningsprogram sal wees. In hierdie verband onderneem ek om die bedrag direk aan die mediese praktisyn te betaal.

8. Ek verstaan dat in die geval waar die leerder tydens ‘n tweede toets positief vir enige onwettige dwelmmiddels toets, dissiplinêre stappe geneem kan word.

9. Ek verstaan ook dat alhoewel die Ewekansige Dwelmtoetsprogram, “*HERMANUS GEE OM*” primêr rehabiliterend en / of voorkomend van aard is, bly dit Hoërskool Hermanus se beleid dat geen dwelms in die besit van leerders mag wees nie en dat daar geen handel met dwelmmiddels op die skoolgronde gedryf mag word nie. Daar sal dissiplinêr teen enige oortreder in hierdie verband opgetree word.

10. Hiermee word die Departement van Onderwys en Opleiding, Hoërskool Hermanus, die Beheerliggaam van Hoërskool Hermanus, asook die Skoolhoof van Hoërskool Hermanus gevrywaar teen enige kostes, beskadigings en/of gevolge van watter aard ookal wat direk of indirek uit die Ewekansige Dwelmtoetsprogram: “*HERMANUS GEE OM”* mag spruit.

## ACKNOWLEDGEMENT OF HERMANUS HIGH SCHOOL DRUG POLICY

(**Please note that this Acknowledgement will be signed for on the Admission form**.)

1. I understand that support of and consent to the Random Drug Testing Programme is neither compulsory nor a prerequisite for enrolment at Hermanus High School.

2. I confirm that I voluntarily support the Random Drug Testing Programme and consent on the conditions set out above to random medical testing of my child for the use of illegal drugs for the duration of his / her enrolment at Hermanus High School.

3. I confirm that the intended medical testing and conditions thereof have been discussed with my child and that he / she has consented thereto.

4. I understand that random medical testing for drugs will be conducted solely as a preventative and / or rehabilitative measure in the best interest of the learner and that no disciplinary action will be taken against the learner on a first positive testing for any illegal drug.

5. I understand that in order to protect the learner, confidentiality regarding the test will be respected at all times.

6. I understand that the date and time of the testing will be at the sole discretion of the Principal of Hermanus High School and that the Principal will not be obliged to inform either me or the learner in advance of the intended testing.

7. I understand that Hermanus High School will be liable for payment of the costs of the random medical testing. It is further understood that in the event of the learner testing positive for any illegal drug, I shall be personally liable for further medical testing forming part of a counselling and support programme and hereby undertake to effect payment directly to the medical practitioner and / or medical institution on the conditions specified by the medical practitioner and / or medical institution.

8. I understand that in the event of the learner testing positive for any illegal drug for a second time, disciplinary action may be instituted.

9. I understand that although the Random Drug Testing Programme: "*HERMANUS CARES*" is primarily of a preventative and / or rehabilitative nature, Hermanus High School will still adopt a zero tolerance attitude towards the possession, use or sale of drugs on the school grounds and that disciplinary action will be taken against any such offending learner.

10. I indemnify the Department of Education and Training, Hermanus High School, the Governing Body of Hermanus High School as well as the Principal of Hermanus High School against any costs, damages and / or consequences of whatsoever nature which may arise directly or indirectly from the Random Drug Testing Programme "*HERMANUS CARES*".