

# Illegal Drugs Policy

*Nightcliff Swimming Club*



# Illegal Drugs Policy

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This policy was approved by the [committee] of Nightcliff Swimming Club at its meeting on 28 June 2019

## Introduction

Nightcliff Swimming Club does not allow the use, distribution or selling of illegal drugs by any club member or any visitors within our club's jurisdiction. This policy reflects our club's commitment to protecting the health, safety and wellbeing of all persons associated with the club and all persons in attendance at club activities.

## Purpose of this policy

The purpose of this policy is to ensure the club committee and club members understand the club's position regarding illegal drugs and how it will respond to a drug-related incident within its jurisdiction.

## Extent of this policy

This policy refers to illegal drugs only, which is defined as "a substance that is not permitted to be taken or used according to state or national laws such as cannabis (marijuana), amphetamines (speed and "ice"), ecstasy, cocaine, heroin and a range of new psycho-active substances known as synthetic drugs."

This policy does not apply to pharmaceutical drugs or performance enhancing drugs (unless they are captured in the above definition).

This policy should be read and understood in conjunction with the club's code of conduct.

## When does this policy apply?

This policy applies whenever the individual is taking part in activities under the club's jurisdiction. This includes our club's facilities, training, events and trips organised by the club.

Private behaviour of members is not included in this policy as the club cannot be responsible for the behaviour of its members outside our club's jurisdiction; however, this policy will apply whenever an individual is wearing a part of the official club uniform which would identify them as being a representative of the club.

### Who does this policy apply to?

All club members and visitors to our club.

## Responsibilities

Our club will:

- Activate and comply with the policy.
- Promote the policy to everyone within our club.
- Promote and role model expected standards of behaviours at all times.
- Appoint and support appropriate persons such as mentors to lead the initial response, investigation and action for all illegal drug-related incidents.
- Respond to breaches of this policy discreetly and in a timely manner.
- Investigate all apparent, or alleged, breaches of this policy and take action after all relevant facts and circumstances are known.
- Ensure all responses and actions will reflect the club's duty of care to members and visitors.
- Review this policy every year.
- Educate members on illegal drugs.
- Have a list of health service providers in our area who would be able to support an individual with a drug and/or alcohol-related issue.

Individuals will:

- Comply with the policy.
- Promote and role model expected standards of behaviours at all times.
- Be responsible and accountable for their behaviour.
- Alert club officials with any concern about illegal drug use within the club.
- Honour our commitment to the health, safety and welfare of all of our members.

## Responding to illegal drugs

### Privacy

Where possible, the investigation of illegal drug-related concerns or incidents will remain confidential in line with our club's privacy policy.

The Privacy Policy of the Nightcliff Swimming Club is as follows:

- The Nightcliff Swimming Club will always act with discretion.
- Subject to its right to contact the Police if necessary, the Nightcliff Swimming Club will maintain the privacy of those involved as far as possible.
- Club members will be informed about the incident on a need-to-know basis only.

### **Investigating the concern or incident**

The committee will investigate all illegal drug-related concerns or incidents in a timely and discreet manner.

Once all relevant facts and circumstances are known, the president will recommend appropriate approaches and/or disciplinary measures to the club committee based on the guiding principles outlined in this policy.

### **Response**

When responding to an illegal drug-related concern or incident, the responses by the club will focus on the safety and welfare of those directly and indirectly involved. All responses will reflect the club's duty of care to members and visitors.

All illegal drug-related concerns or incidents should be discussed with the club's president as soon as possible. The president will document the issue using the incident register and investigate the concern/incident further. In the event that the president is not available, another club official may substitute for them.

If illegal drugs are being distributed or sold on the club's premises by a member or visitor of any age, the President will contact the local police to seek their advice.

If illegal drugs are found within the club's jurisdiction the President will contact local police to seek their advice and expertise on how they can be disposed of safely.

### **Illegal drug use by a member under 18 years**

Where the club identifies that a person under the age of 18 years is involved in illegal drug use the Nightcliff Swimming Club will:

- Inform the individual that the president or relevant committee member may contact the parent or guardian to discuss the incident if it is appropriate and safe to do so.
- Contact the parent or guardian to discuss, unless, informing the parent or guardian would put the individual at risk of greater harm.
- In the case of a visitor in this instance, the Nightcliff Swimming Club will inform the visiting club.

## Non-compliance with policy

Our club will respond to all breaches of this policy. Any disciplinary measures imposed under our policy must:

- Be fair and reasonable and will focus on the safety and welfare of those directly and indirectly involved.
- Be based on the evidence and information gathered and the impact on the club, other members, players, patrons, visitors and the community.
- Take into account the age and personal circumstances of the people involved.
- Take into account whether the incident involved personal use of an illegal drug and/or the supply of an illegal drug to other people.

### Examples of breaches of policy:

1. If a member **sells or distributes illegal drugs** in the club's jurisdiction, the following will occur:
  - The Nightcliff Swimming Club will contact the local police to seek their advice.
  - Consequences for the individual (s) will depend on the circumstances or severity.
  - Where applicable, the individual (s) may be referred to a local health service provider.
  - The club will appoint a senior person to act as a mentor to a suspended individual (s) for a nominated period of time and to assist them to reintegrate with the club, if applicable.
  - If the individual (s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.
  - In the case of a visitor, the Nightcliff Swimming Club will inform the visiting club.
2. If a member is found **in possession of an illegal drug**, the following will occur:
  - The individual (s) will be asked to hand-over the substance and the club will follow the procedures for handling illegal drugs in its jurisdiction.
  - The Nightcliff Swimming Club will contact the local police to seek their advice.
  - Consequences for the individual (s) will depend on the circumstances or severity.
  - Where applicable, the individual (s) may be referred to a local health service provider.
  - The club will appoint a senior person to act as a mentor to a suspended individual(s) for a nominated period of time and to assist them to reintegrate with the club, if applicable.
  - If the individual(s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.

- In the case of a visitor, the Nightcliff Swimming Club will inform the visiting club.
3. If a member is found **using drugs, or is affected by the use of illegal drugs** under the club's jurisdiction:
- The Nightcliff Swimming Club would ensure the safety and wellbeing of the individual is the first priority.
  - Seek out medical assistance, if required.
  - If required, contact next of kin.
  - If the individual (s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.
  - Ensure individual is safely transported to their home.
  - When the individual's health has returned to a normal state, the club president/committee members may investigate and take appropriate action.
  - Where applicable, the individual (s) may be referred to a local health service provider.
  - In the case of a visitor, the Nightcliff Swimming Club will inform the visiting club.

## Managing media

All contact with the media related to a drug-related allegation or incident within its jurisdiction will be managed by the club's official spokesperson.

## Policy activated

Signed: \_\_\_\_\_

Club President

Signed: \_\_\_\_\_

Club Secretary

Date: \_\_\_\_\_

28.6.19

Date: \_\_\_\_\_

25/6/19

Next policy review date is .



## INCIDENT REGISTER

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### **Incident recording**

An incident register is a document used to record a summary of incidents that have occurred on club premises or during a club-run activity. Keeping it up to date will help to reduce club liability in the case of an incident, it will also help your club to identify the areas that you might need to improve.

### **Why do we need an incident register?**

Maintaining an incident register gives us a better understanding of events that may affect the safety of your members. It's also a valuable work, health and safety tool, a way to help your club identify risks occurring over time and can help you to develop strategies to reduce the risk of alcohol-related violence and anti-social behavior.



### Reporting form

### Record of incident

<b>Person managing</b>	
<b>The concern/allegation</b>	
<b>Incident</b>	
<b>Person who raised the concern/allegation or witnessed the incident</b>	Name: Under 18:                      Over 18: Telephone: Email: Role in the club: Date concern/allegation made
<b>Person who the concern/allegations refer to</b>	Name: Under 18:                      Over 18: Telephone: Email: Role in the club:
<b>Details of the concerns or alleged incident</b>	Date: Location: Details:
<b>Initial actions taken</b>	Date: Location: Details:
<b>Investigative steps taken</b>	Date: Location: Details:
<b>Recommendations to the club committee</b>	Date: Details:



## Northern Territory Local Service Providers

### 1) Head Space Darwin

Address: CASCOM Centre, 13-17 Scaturchio St, Casuarina NT 0810  
Phone: (08) 8931 5999

### 2) Amity Community Services

Address: 155 Stuart Hwy, Stuart Park NT 0820, Australia  
Phone: (08) 8944 6565

### 3) BushMob

Address: 36 Priest St, Alice Springs NT 0870  
Contact: [bat@bushmob.com.au](mailto:bat@bushmob.com.au)

### 4) Central Australian Aboriginal Alcohol Programs Unit (CAAAPU)

Address: Lot 290 Ragonesi Road, Alice Springs NT 0870  
Phone: (08) 8955 4600

### 5) Clinical Services - Miwatj Health Aboriginal Corporation

Address: 1424 Arnhem Road, Nhulunbuy NT 0880  
Phone: (08) 8939 1900

### 6) Danila Dilba Health Service

Address: Danila Dilba Health Service, GPO Box 2125, Darwin NT 0801  
Phone: (08) 8942 5400