



Drug policy – Mora gymnasium and its student dorms (Appendix 1)

The school must be a drug- and alcohol-free environment. It is not allowed to possess, sell or use drugs and alcohol. It is also not permitted to stay at school or within the school grounds while intoxicated or under the influence of drugs.

Definition drugs

Acronym ANDT. (alcohol, narcotics, doping, tobacco and medicine abuse).

Preventive work

The mission of Mora gymnasium is to work for a drug-free school and the action plan must provide support in the event of suspicion of abuse. An important task for all staff at the school is to actively react and act when information or suspicions of abuse come to light. The school must work on promotive, preventative and remedial actions. In the promotion and prevention work, the school must, as part of the teaching, convey knowledge about the negative impact of drugs and work to discourage the use of ANDT. The preventive work should be aimed at reducing risk factors and strengthening protective factors such as, for example, successful schooling and a society with a restrictive view of ANDT. The preventive work also includes close cooperation with the police, social services and civil society.

The principal's responsibilities are:

- *that information and work about ANDT takes place in teaching*
- *that the school's policy regarding ANDT is presented to students and parents.*
- *that employees are informed about the school's policy regarding ANDT before the start of the academic year.*
- *to work preventively in collaboration with the police by e.g. search the school grounds with specially trained dogs*
- *to work preventively in collaboration with civil society, including collaboration with youth coordinators and providing the school's premises for the training of special dogs*

Student supervisor's responsibilities are:

- *that the students in the class know the school's policy and that this is reviewed at the beginning of each academic year.*
- *that guardians receive information at the parents' meeting in year 1 that they can take part in the ANDT policy on the school's website.*

The student health team's responsibilities are:

- *to be part of the promotion and prevention work regarding ANDT.*
- *to offer supportive/motivational talks to students*

Actions

All employees are obliged to inform school management/student health when there is a suspicion that a student is using drugs. Everyone who works with children and young people under the age of 18 has a reporting obligation according to ch. 14. § 1 of the Social Services Act. This means that staff must make a report to social services in the event of concern or suspicion that children are in harm's way. A report of concern to social services can also be made for a student over 18 years of age if there is suspicion of drug abuse by teachers and principals (Chapter 10 § 27 OSL).

Tobacco (incl. hookah and e-cigarettes)

When using tobacco at the school, staff must inform that this is not permitted and stop the use or alternatively reject the student from the school premises.

Alcohol

If there is concern that a student under the age of 18 uses alcohol:

- the study pedagogue/student supervisor is informed and is then responsible for contacting guardians.
- the study pedagogue/student supervisor informs school management/student health if there is continued concern for the student.
- the school management/student health decides on reporting concerns to social services

If there are concerns about students over 18 years of age:

- the student's consent is needed for further contacts.
- the student supervisor must inform school management/student health if there is continued concern for the student.

The principal or a member of the student health team calls the student for a meeting and informs them of the opportunities for support that are available regarding alcohol issues.

If a student possesses and/or is suspected of being under the influence of alcohol at school, he must:

- contact school management regardless of whether the student is under or over 18 years of age.
- a breathalyzer test is offered to the student by school management.
- student is dismissed from school for the remainder of the school day.
- guardians are informed for students under 18 years of age, for students over 18 years of age consent is required for further contacts.
- staff confiscate bottles/cans, according to the School Act ch. 5 § 22

- the student is taken care of in case of heavy intoxication and should never be left without adult supervision
- an ambulance is called in case of heavy intoxication or if it is difficult to assess what kind of drug the student is under the influence of.
- school management/student health takes a position on reporting concerns to social services

According to the School Act, Chapter 5, Section 23, an item that has been confiscated must be returned to the student by the end of the school day at the latest. If, with regard to the nature of the item, there is a special reason not to return it, the item does not have to be returned until the student's guardian has been informed of the disposal.

Drugs

If there is concern or suspicion that a student is using drugs incl. doping preparations or drugs that are abused the following is applied.

The employee who suspects or receives information that a student uses drugs must:

- inform the principal

If the student is under 18 years of age

The principal is responsible for:

- that guardians are contacted for minors.
- to arrange a meeting with the student, guardian, and appropriate school staff and present the suspicion of drug activity.
- the report of concern is submitted to Social Services.
- to involve student health team and look into of the student's school situation.

If the student is over 18 years old

The principal's responsibilities are:

- to organize a meeting with the student, as well as the appropriate school staff, and present the suspicion of drug activity.
- to make a report of concern is made to Social Services if a student is over 18 and there is a suspicion that the student is abusing drugs or using narcotics/doping.
- to involve student health team and look into of the student's school situation.

Actions in case of suspected/detected drug activity

The principal's responsibilities are:

- that appropriate disciplinary action is taken.
- to submit a report of concern to Social Services.
- to establish a plan for continued schooling
- the application of disciplinary actions continues if the abuse persists despite actions.

Actions if a student is under the influence of drugs at school

The school staff who discovers that a student is under the influence at school must:

- summon the school management/principal
- ensure that the student is cared for and never left unattended. If possible, try not to be

alone with the student.

- contact the guardian if the student is under 18 years of age. If the student is over 18, consent is required for further contacts.
- in case of severe impact, call an ambulance, or if it is difficult to assess what the student is affected by.
- call the police if the situation so requires

The principal's responsibilities are:

- to submit a report of concern to social services
- that appropriate disciplinary action is taken
- to establish a plan for continued schooling

If a student discovers that another student is affected, he or she must contact an adult at the school who then acts as above.

Outsiders under the influence on the school grounds

If an affected outsider, adult or youth, is on the school premises, this person must be dismissed from the school premises. If the situation requires, call school management and/or the police.

Actions in case of possession and/or dealing at the school

Possessing and selling narcotics are criminal acts. Dealing to people under 20 years of age is a criminal act even when it comes to alcohol. In case of suspicion of dealing, the suspicions must be shared with the principal. The headmaster reports suspicions of dealing to the police and reports concern to Social Services in cases where it concerns a specific person. The principal takes disciplinary action.

Applicable disciplinary actions

The principal can decide on suspension and the headmaster can take disciplinary actions such as a written warning and immediate suspension if it is necessary with regard to other students' safety and study tranquility. The principal must have tried other possibilities without it leading to change and the situation must be so serious that it cannot be stopped in any other way than suspension.

The principal can suspend a student (chapter 5 §§ 17-21 of the School Act);

- If the student disturbs or hinders the conduct of the education
- If the student exposes someone to offensive treatment
- If the student's behavior in other ways has a negative impact on the safety and study tranquility of other students

Pupils can be suspended in whole or in part from education with practice both inside and outside the school. In order for the student to be suspended from training with practical elements, it must be clearly inappropriate for the student to participate.

/The School Management

Appendix 1 - Student Dorms

Plan regarding alcohol, drugs, doping and tobacco when living at Sport Campus, Mora gymnasium.

Definition drugs

Abbreviated ANDT in the text. The term includes alcohol, narcotics, doping preparations, tobacco and drug abuse.

Background and purpose

Mora gymnasium cares that all students have safe housing and a socially good situation during their years at upper secondary school. This guidance document aims to create a functioning and safe living situation which is a basis for reaching a Diploma and also, for the students concerned, a good performance development in one's sport.

Therefore, at the school, we also want to mark a position where we clearly distance ourselves from the use of alcohol, drugs and tobacco of all kinds (ANDT). The student accommodation must be an alcohol-, drug- and doping-free environment. It must be safe and calm for studies, sleep and recovery. A housing coordinator is available at certain times for the sake of order and security.

The school must inform about ANDT and its negative impact on the individual and on the individual's performance.

All students and parents who received accommodation at Mora gymnasium Sport campus must take part in the action plan below regarding rules of conduct and the school's actions in the case of student use of ADNT.

Violations of this signed document

Narcotics and doping preparations, reasonable actions.

If information or suspicions arise about any student abusing drugs who live on Campus or in any other student accommodation, the accommodation coordinator should be contacted immediately.

The housing coordinator contacts the student(s) concerned and contacts the guardian.

- The housing coordinator contacts the responsible teacher.
- The housing coordinator contacts the principal.
- The principal follow the school's drug policy and act accordingly.
- In the event of an emergency and strong concern (for example, strange smell, does not open after repeated knocks on different occasions, does not answer mobile phones and text messages, suspicion of illness) the resident coordinator can enter the apartment with the master key without the resident's approval.

In addition to this, the student must complete three drug tests or doping tests within a month, which must be negative in order to remain in the accommodation. Otherwise, the contract is terminated and the student must arrange their own accommodation or move home. The student may not move back to the student accommodation. If the student refuses to take drug tests, the contract is terminated and the student must move from the student accommodation. Contact will be made with guardians based on the law on maintenance obligations, Parent Act (1949:381) ch. 7 § 1.

Alcohol, reasonable supportive actions.

If students find out that someone is using alcohol in the accommodation, contact should be made with the housing coordinator. If the housing coordinator notices alcohol use, the following applies:

- The housing coordinator contacts the student(s) concerned and contacts the guardian. Oral or written.
- The housing coordinator contacts the teacher. The student is also offered supportive talks via the Student Health Team.
- Head of sports calls a meeting with housing co-ordinator, special sports teacher and student.
- In the event of an emergency and strong concern (for example, strange smell, does not open after repeated knocks on different occasions, does not answer mobile phones and text messages, suspicion of illness) the resident coordinator can enter the apartment with the master key without the resident's approval. If the above is suspected, the guardian is contacted.

Reasonable disciplinary actions:

- Written warning to guardian.
- Repetition- the principal calls a meeting with guardians to terminate the lease. Contact with guardians will be made based on the law on maintenance obligations, Parent Act (1949:381) ch. 7 §1.

Smoking

All smoking is totally prohibited in the accommodation.

- The accommodation coordinator takes reasonable measures if this happens.
- Repeated violation of the smoking ban results in termination of the rental contract. Contact with guardians will be made based on the law on maintenance obligations, Parent Act (1949:381) ch. 7 § 1.

The undersigned has taken note of the above governing document regarding the policy of Mora regarding alcohol, tobacco and drugs (ANDT), see page 7.

Signatures

Date	Student	Capital letters

Date	Legal guardian 1	Capital letters

Date	Legal guardian 2	Capital letters

Information on the processing of personal data

Mora municipality will process your/your personal data for the exercise of authority and other tasks within the board's area of activity. The data is used in accordance with Article 6.1 of the Data Protection Regulation. The data is stored in a document and case management system/operational system and is sorted according to the current document management plan. The data may be transferred to other systems within the municipality as well as external authorities/businesses. For more information about this, please contact the administration's data protection contact person. Read more about personal data and processing of personal data at www.morakommun.se