



## **BADT POL- 13**

### **STUDENT DRUG & ALCOHOL POLICY**

#### **POLICY**

BADT promotes and supports a safe work environment for its employees, students and visitors entering our work environments at any time.

BADT recognises that alcohol, drugs and other substance abuse by students will impair their ability to perform properly and have serious adverse effects on the safety, efficiency and productivity of the individual and the RTO as a whole. The misuse of legitimate drugs, or the use, possession, distribution or sale of illicit drugs is strictly prohibited and will result in disciplinary action which could include expulsion from the training room and disqualification from receiving any qualification.

#### **SCOPE**

This policy applies to all students of BADT.

#### **Application**

To ensure this policy is enforced, BADT has a zero tolerance policy in the misuse of drugs or alcohol during training time and on RTO property. By agreeing to undergo training with BADT this also infers the student will comply with all policies and procedures of BADT whilst undergoing training and/or assessment.

The following actions are prohibited at all times:

- ☐ Entering on or being on RTO or client property whilst affected by alcohol or drugs
- ☐ Bringing or using alcohol or drugs on RTO or client property
- ☐ Buying or selling drugs on RTO or client property.

If a student is suspected of being under the influence of drugs and or alcohol, BADT will cease training/assessment and give the student the option to undertake D&A testing by taking the student to a local certified testing site or cancel the training. A student testing positive to any illicit drug will not be able to continue.

No refunds are provided if remainder of training is cancelled. The student may return later (at a cost) on provision of results for a recent negative drug test.

BADT has a zero tolerance for any alcohol or drugs detected in testing process. Any breach of this policy may result in disciplinary action being taken which

#### **POLICY AND PROCEDURE**

Students will not be allowed to train or sit assessments if:

- ☐ They are suspected of being under the influence of illegal drugs or alcohol or certain prescribed drugs
- ☐ Admit to the use of illegal drugs or alcohol or certain prescribed drugs
- ☐ Being found using illegal drugs or alcohol or certain prescribed drugs

And action could also include students being expelled from the training room and disqualified from receiving any qualification. Students may need to provide a clean D&A test to continue training and/or assessments.

A student has the responsibility to take prescription and pharmacy drugs in accordance with the instructions of their medical practitioner and to follow directions relating to use of the drugs. In the instance that prescription medication could potentially affect the ability of the student to undertake their training safely; the student must notify their trainer before using equipment, so that safe working practices are in place at all times. Some medication states that equipment or machinery should not be operated whilst taking certain drugs.

Failure to use prescription or pharmacy drugs in a responsible manner or appearing under the influence may lead to deferment of training and/or assessment.

In the event of an incident occurring in the training environment whereby any Trainer, Assessor or fellow Student feels concerned in relation to the behaviour of a fellow student or employee, the event can be discussed in confidence with the RTO Manager or the Managing Director.

VERSION	DATE	CREATED/AMENDED BY	COMMENTS/AMENDMENTS	RESPONSIBLE PERSON
V0	27-10-17	RTO Mgr	Policy created	RTO Mgr
V1	18/6/18	RTO Mgr	Amend testing paragraph	RTO Mgr
V1	12-12-19	BADT Admin	No changes required	RTO Mgr
V2	20-02-20	Internal Review Team	Changes made refer to IR-190163	RTO Mgr
V3	30-04-21	Internal Review Team	Logo change minor wording added	RTO Mgr
V4	20-05-24	RTO Admin	Correct wording	RTO Mgr