

	<b>Gasóga na hÉireann/Scouting Ireland</b>			
	<b>Document No.</b>	<b>Issued</b>	<b>Last Amended</b>	<b>Next Review</b>
	SID-SF03	13 <sup>th</sup> Jan. 2018		Jan. 2021
	Category: Safeguarding			
<b>Drug Related Guidelines</b>				

<b>Related Documents</b>
SID-39/05 – Code of Good Practice
SID-YP07 – Health Promotion Policy

<b>Revision Schedule</b>		
<b>Revision</b>	<b>Date</b>	<b>Description</b>
#	13/01/2018	Document Issued

## Drug/Alcohol Related Situation Checklist

### In the event of a drug/alcohol related situation:

- Assess the situation;
- Follow the guidelines below; and
- Do not over react and remain calm.

### Is medical help required, or is there any doubt?

- Contact the emergency services and call for an ambulance immediately.

### If medical help is not required:

- Obtain the substance from the young person.
- If the substance is an illegal one, place it in a lockable container in the presence of an adult.
- Hand substance over to Gardaí/PSNI for disposal at earliest opportunity.
- Separate young person from the group and keep under observation to ensure their immediate safety.
- Do not attempt to discuss the drug/alcohol related situation with a young person while he or she is under the influence of a substance.
- Avoid being on your own with the young person.
- Avoid confrontation – don't judge, accuse or interrogate the young person.
- Do not promise confidentiality.
- Ensure safe return of the young person to their parent/guardian at the earliest opportunity.
- Arrange to meet and talk with the parents of the young person, who was involved in the incident.
- Document the full statement of events (Drug/Alcohol Related Situation Report Form – see below) and sign it. Any other adults who witnessed same should also sign the form.
- Report any illegal drug/alcohol related situation to the Safeguarding Team in Scouting Ireland National Office.
- Involve others as appropriate.
- Consider the needs of the rest of the group.

### The Do's and Don'ts:

- Do – follow all legal regulations.
- Do – Discourage smoking.
- Do – Store solvents in a locked room or cupboard.
- Do – Ensure a young person has evidence of prescription for prescription drugs, e.g. Managing Medications Form (SIF11A-10).
- Do Not – Purchase for, or supply cigarettes or tobacco to, young people.
- Do Not – Allow or use any illegal drugs during Scouting Ireland Activities or on Scouting Ireland Property.
- Do Not – Allow any persons under the influence of illegal drugs to take part in Scouting Ireland activities.
- Do Not – Search any young person who is suspected of possession of drugs.

Once complete, this form should be sent to the Scouter in charge. If the incident involves an illegal substance, this form should also be sent to the Safeguarding Team in National Office at [safeguarding@scouts.ie](mailto:safeguarding@scouts.ie)

## Drug/Alcohol Related Situation Report Form

### Indicate the type of situation

Medical Emergency	Discovery of Use or Supply	Disclosure	Suspicion of Use/ Allegation	Concern Expressed	Adult Use	Other
----------------------	-------------------------------	------------	------------------------------------	----------------------	-----------	-------

### Record of a Drug/Alcohol Related Situation

Scouting Ireland Activity:	
Name(s) of Young Person(s) involved:	
Date incident occurred:	Form completed by:

First aid given?	Yes ___ No	First Aid given by:
Ambulance/Doctor called?	Yes ___ No	Called by:  At time:

Drug involved (if known – or a brief description):		
Sample found?	Yes ___ No ___	If an illegal substance, confiscated and placed in locked box by:  In the presence of:
Date handed over to Gardaí/PSNI:	By:	
If a legal substance, disposed of by:	In the presence of:	

Parent/ Guardian informed? Yes ___ No	By: At time:
Safeguarding Team informed: Y/N	

Brief description of situation (continue on blank sheet if necessary)
---

Other action taken: (e.g. Other agencies involved or informed; any sanctions imposed; any action taken with other group members) (continue on blank sheet if necessary)
---