



Rules about the use of drugs and alcohol in college



This document was written by the **Cardiff and Vale College**. It is an easy read version of '**Substance Misuse Policy**'.

April 2022

Rules about the use of drugs and alcohol in college



We take the health and safety of everyone in college seriously.



We will follow the law about any issues to do with **substance misuse**.



Substance misuse means using things like drugs or alcohol in a way that could be harmful to health.

Substances covers all illegal drugs, and legal drugs like alcohol and cigarettes, that changes a person's mood or body.



We will not allow **substance misuse**. We will not allow people to supply others with **substances**.



We want to make sure all staff, learners and visitors understand how important this is.

These rules cover:



- All learners, wherever they study,



- All staff and people who do work for the college,



- All visitors.

We want to make sure:



- All learners are treated well,
- All learners are able to do their best,



- All learners can get involved in college activities,



- Learners feel good about themselves.
And respect each other,
- We work **with** students and support them.

We want to make sure:



- Drugs or alcohol are not used at college,



- Any issues to do with **substance misuse** are dealt with quickly. This may involve the police,



- Everyone knows the rules. And knows about the dangers of **substance misuse**,



- We record any issues to make sure they are being dealt with properly,



- We check our rules to make sure they are up to date.

Staff are responsible for:



- Treating all learners with respect,



- Following these rules,



- Following the laws about keeping information private when needed,



- Dealing with issues about **substance misuse**,



- Going to training about **substance misuse**,



- Giving students any support they need.

Students are responsible for:



- Going to sessions to learn about **substance misuse**. And the college rules,



- Following these rules,



- Giving their views about these rules.

Visitors must:



- Follow the rules.

Hard words

Substances

Substances covers all illegal drugs, and legal drugs like alcohol and cigarettes, that changes a person's mood or body.

Substance misuse

This means using substances like drugs or alcohol in a way that could be harmful to health.