



CAMBRIDGE
SCHOOL OF
VISUAL &
PERFORMING
ARTS

ALCOHOL POLICY

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Key Staff	Student Support and Welfare Advisor, Heads of House, Head of Welfare (CSVPA), Deputy Head of Welfare
Lead Staff for Review	Student Support and Welfare Advisor

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Aim

The College has a significant legal responsibility for the health, safety and welfare of its students, staff and visitors and aims to provide a safe, healthy and high quality learning environment.

- This document aims to provide a clear transparent policy that allows members of staff, volunteers and students to understand completely its roles and responsibilities towards the misuse of alcohol at CATS College Cambridge/CSVPA
- This includes addressing the risks posed by alcohol misuse, informing students of their responsibilities and codes of conduct and providing help and advice on request. Also signposting, where necessary, a strict code of sanctions and rewards that are clearly demarcated and transparent for all to understand. These are covered in the Student Behaviour and Conduct Policy.
- To ensure awareness of the signs of alcohol use and abuse and by providing, as appropriate in accordance with policy, guidelines and advice, tell-tale symptoms and signs of alcohol use
- Explain how misuse may lead to disciplinary or legal action

Purpose

CATS College Cambridge/CSVPA is committed to promoting a safe and supportive environment in which to learn and work and therefore the purpose of the policy is to:

- Provide guidance and information to staff and students to help them develop the confidence to know what action to take if they are concerned about alcohol misuse, the health and safety of fellow students, of staff members, or of themselves
- Recognise that all staff, have responsibilities to promote, to be alert to indicators of alcohol misuse and to take appropriate action when necessary
- Promote health, safety and wellbeing by providing information, advice and support
- Offer guidelines to all students and staff regarding their responsibilities and required code of conduct
- Work with staff and students to create an understanding of acceptable behaviour
- Assist students and staff to make informed decisions about disciplinary issues surrounding alcohol use

Responsibility

The Health and Safety at Work Act 1974 places a legal duty on employers to ensure, as far as is reasonably practicable, the health, safety and welfare at work of staff, students and other users of its premises, including visitors. Ultimate responsibility for this policy and procedure lies with the Principal. The College aims to provide a safe, healthy and high quality learning environment. This includes addressing the risks posed by alcohol misuse, informing students of their responsibilities and codes of conduct and providing help and advice on request.

All staff and students have a legal responsibility to take reasonable care for their own safety and for that of others. All members of staff, including volunteers, should be aware of the policy, procedures, services available and referral processes for dealing with alcohol misuse problems, and ensure that students within their area are informed of the policy and understand their roles.

All students should be able to:

- Seek help if they have a problem. Within the College and accommodation help is available from the welfare team (including the College Nurse), teachers and House Parents.
- Encourage other students to seek help if they have a problem
- Access information about the effects of misuse on other people and on the quality of their own study/work
- Alert appropriate members of staff to any problems they see developing within the College, particularly where legal or health and safety obligations are paramount
- Co-operate with any investigation of suspected misuse
- Seek help or advice if they have been asked, or if they seek help voluntarily, to co-operate fully with the support and advice offered

Managers/teachers should ensure that:

- There is no misuse of or pressure to misuse, alcohol at any time but particularly at social functions or presentations
- If provision of alcohol on these occasions is allowed then it should be moderate and plenty of non-alcoholic drinks should be available
- Publicity for social events does not focus on alcohol or encourage its misuse

Pastoral and Welfare Staff should:

- Offer information and advice concerning the services available to students who are experiencing alcohol misuse problems
- Contribute to encouraging and promoting a sensible approach to drinking and prevention of abuse
- Support and offer educational events, awareness campaigns and activities that promote health and wellbeing in conjunction with other departments
- Encourage a positive approach to health and wellbeing through sport, recreation and other activities

Introduction

The National Alcohol Harm Reduction Strategy (HM Government, March 2012) aims to reduce the harm and cost that alcohol misuse causes to society. It cites 'binge' drinking as a particular risk to health as well as increasing the risk of accidents, violence and sexual assault and therefore this policy is set within the context of national strategies. This policy seeks neither to condone nor to condemn alcohol use but to ensure that procedures and practices are established that will support the health and safety of all College members.

Procedure for dealing with alcohol misuse

The College aims to provide a safe living and social environment for its students and as such early intervention can increase the likelihood of a positive outcome. In most cases, a factual and evidence-based record of actions and advice should be kept, including dates and names of individuals involved.

In Case of an Incident:

The circumstances differ from case to case. Decisions about whether to take action and how to deal with the situation depend upon the severity and nature of the case. The following circumstances should be considered, although it is not an exhaustive list:

- The severity of the incident and/or symptoms
- The level of risk to personal safety or that of colleagues/friends
- Whether the situation is caused by personal problems (such as a bereavement) that may be causing temporary, uncharacteristic behaviour
- How the behaviour contravenes the code of conduct, College policy, etc.
- Whether this is a first incident or a recurrence (indicating a possible safeguarding concern)
- The effect on study
- The effect on course colleagues/friends
- Whether the student is co-operative or belligerent, stropky, argumentative or confrontational

Action to take when there is a suspicion that a student may have consumed alcohol

During Boarding hours (1700-0900) the Head of House/Deputy Head of House must make an assessment of whether the student or staff are at risk. If the student is at risk then they must immediately remove the student from the area of risk, wherever possible. If it is not possible then the Head of House/Deputy Head of House should immediately call the Emergency Duty Senior Leader.

The student should be breathalysed to better assess the level of consumption and actions then taken in accordance with the table shown in Appendix A. Should a student refuse to be breathalysed the Head of House/Deputy Head of House should consider whether to take actions in line with the highest levels of consumption.

During daytime hours any concerns should be reported as with any student welfare concern by informing the DSL or Deputy DSL.

Follow on actions

At the earliest convenience, once the student has recovered, the Head of House/Deputy Head of House should complete a student discussion form with the student to collect and gather information and facts around the incident. If there were any witnesses, their statements must be taken as soon as possible, and an incident report should be completed. Students who witness substance misuse are encouraged to refer the matter to a member of staff.

If because of a misuse problem (or for any other reason) a student acts in such a way as to endanger him/herself and/or others, the College will take corrective action to prevent injury/ damage or other serious risk. In this situation a dependency issue may be taken into account, but it will not automatically exempt the student concerned from the normal consequences of his/her serious misconduct.

Searches

Searches for alcohol are covered under the Search and Confiscation Policy.

Confidentiality and Data Protection

All cases will be handled under the Confidentiality Policy.

Appendix A

Guide to and actions in light of Breath Alcohol Content (BrAC)

mg/l = .10 = Drinkers begin to feel moderate effects.

mg/l = .20 = Most people begin to feel relaxed, mildly euphoric, sociable, and talkative.

mg/l = .25 = Judgment, attention, and control are somewhat impaired. Ability to drive safely begins to be limited. Sensory-motor and finer performance are impaired. People are less able to make rational decisions about their capabilities (for example, about driving.)

mg/l = .35 = This is legal level for intoxication in the UK. There is a definite impairment of muscle coordination and driving skills.

Students should be informed of college rules/ procedure and sent to room for the rest of the evening. Monitored and checked again in 1 hour time.

mg/l = .45 = This is legally drunk. There is a clear deterioration of reaction time and control.

mg/l = .50 - .70 = Vomiting usually occurs, unless this level is reached slowly or a person has developed a tolerance to alcohol. Drinkers are drowsy.

Drinkers display emotional instability, loss of critical judgment, impairment of perception, memory, and comprehension. Lack of sensor-motor coordination and impaired balance are typical. Decreased sensory responses and increased reaction times develop. The vision is significantly impaired, including limited ability to see detail, peripheral vision, and slower glare recovery.

Student should be escorted to their room and asked to remain there for the rest of the evening. Monitored and checked again in 1 hour time.

mg/l = .70 = This level means the equivalent of 1/2 pint of whiskey is circulating in the blood stream.

mg/l = .80 – 1.20 = Drinkers are disoriented, confused, dizzy, and have exaggerated emotional states. Vision is disturbed, as is perception of colour, form, motion, and dimensions.

Drinkers have increased pain threshold and lack of muscular coordination. Drinkers stagger or lose the ability to walk and have slurred speech. Apathy and lethargy are typical.

Student should be escorted to their room and asked to remain for the rest of the evening. Monitored and checked hourly throughout the night.

If condition worsens – Emergency services need to be called.

mg/l = 1.20 – 1.40 = Drinkers display general inertia, near total loss of motor functions, little response to stimuli, inability to stand or walk, vomiting, and incontinence. Drinkers may lose consciousness or fall into a stupor.

mg/l = 1.40 and over = Symptoms are complete unconsciousness, depressed or absent reflexes, subnormal body temperature, incontinence, and impairment of circulation and respiration.

Death may occur at 1.60 or higher.

Emergency services need to be called and advice from them documented and followed.