

SCLS Drug and Alcohol Misuse Policy

2025/2026

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Table of Contents	Page
Introduction	3
Support for staff	3
Support for learners	3-4
The legal context	4

Drug and Alcohol Misuse

1. Introduction

Sefton Community Learning Service recognises that alcohol and drugs will play a part in the lives of some people and will be sympathetic to problems arising from misuse of these substances whilst not condoning such misuse.

2. Support for Staff

Sefton Community Learning Drug and Alcohol Misuse Policy must be read and adhered to in conjunction with Sefton MBC's Drugs and Alcohol Policy Statement and Guidelines which applies to every employee. These are available on the intranet:

[Alcohol and Drugs Policy](#)

Staff with no access to the intranet can request a copy of this policy through their line manager.

3. Support for Learners

Sefton Community Learning Service has a commitment to enhancing the health and safety and wellbeing of learners and recognises the risks that may be caused by the misuse of alcohol, drugs and other substances.

Sefton Community Learning Service in no way condones the misuse of drugs or alcohol and will balance disciplinary action with appropriate support for learners who misuse them.

This procedure aims to facilitate the early identification of such problems and to encourage learners to seek advice, help and assistance voluntarily before their studies are adversely affected. Sefton Community Learning Service will achieve these goals through educational, counselling and disciplinary approaches. Staff will provide guidance as to where professional assistance is available.

4. The Legal Context

- 4.1 The law regulating dangerous and otherwise harmful drugs is the Misuse of Drugs Act 1971, which makes it clear that it is an offence for 'the occupier or someone concerned in the management of any premises knowingly to permit or suffer on those premises the smoking of cannabis; or the production, attempted production, supply, attempted supply, or offering to supply of any controlled drug'.

4.2 The Health and Safety at Work Act 1974 requires Sefton Community Learning Service to do what is reasonable to protect the health and safety of staff, learners and visitors.

4.3 The possession, storage, sale, use or misuse of a controlled drug as defined by the Misuse of Drugs Act 1971 (as amended from time to time) on Sefton Community Learning Service property is a Disciplinary Offence.

Learners who contravene the legislation outlined above, will be subject to disciplinary action by the institution and this will include reporting incidents to the Police.

4.4 Where there is physical evidence of illegal substances having been used on any SCLS sites, the Community Learning Service Manager will be informed and will remove the evidence for safekeeping. All Managers have a legal obligation under the terms of this policy to report all such cases to the Police and to hand over any evidence, which has been removed for safekeeping.