

Policy on Alcohol, Drugs and Smoking [8/8/23]

Alcohol, drugs and smoking of tobacco and E cigarettes (vaping) is not permitted on the site (i.e. over the gate) of Green Routes.

Alcohol

Drug or alcohol misuse harms the individual, the environment and the learning process. Any incident whereby an employee, volunteer, student or service user is found to be under the influence of alcohol or drugs during working hours will be treated as a breach of safety rules. Green Routes offers referral assistance and will treat such cases in confidence. Green routes will ensure that the alcohol and drugs policy is brought to the attention of employees, volunteers, students and service users during the induction process.

Green Routes is committed to creating an environment where alcohol is consumed only in appropriate circumstances, such as at social occasions off-site (eg the Christmas Party), and within sensible limits. The wishes of every individual who chooses not to drink alcohol must always be respected.

Drinking of alcohol on Green Routes premises by staff during working hours is not allowed under any circumstances and will be treated as Gross Misconduct.

Drugs

The production, possession and consumption of illegal drugs and substances are a criminal offence.

Staff found in possession of, under the influence of, or taking drugs other than prescribed medicines while on duty will be instantly dismissed and liable to criminal prosecution by the police.

In the case of students, should any drug-related incident occur the safety and well-being of the young person will always be the overriding concern. Each incident will be considered taking into account the circumstances of the individual and their family. Police and other appropriate agencies will be informed according to the needs of the individual concerned. Students may be liable to the termination of their placement.

Smoking and vaping

Green Routes has considered the current evidence of the health risks associated with passive smoking, as well as discomfort suffered by non-smokers exposed to tobacco smoke. Green Routes is committed to providing a healthy and comfortable working environment. Under the Prohibition of Smoking in Certain Premises (Scotland) Regulations 2006, public places and work-places became smoke-free.

A designated smoking area in the car park area out-with Green Routes is provided for all those wishing to smoke or vape.

Vehicles used for business purpose are also affected by the new law. All private cars are exempt.

Students and support staff should be aware of and adhere to the no smoking rules of the organisations in which they are completing their work placements.

Green Routes will ensure that the content of its smoking in the workplace policy is brought to the attention of employees, volunteers, students and service users during the induction process.

Date / signature as adopted by the Board of Trustees : 08/06/2012

Date / signature as reviewed : 28/09/2023

