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PRIMARY SCHOOL WALVIS BAY (Incorporated association not for gain) 21/95/0111

WALVIS BAY PRIMARY SCHOOL ALCOHOL POLICY

PURPOSE

Concerning the consumption of alcohol or being under the influence of alcohol while responsible for Walvis Bay Primary School learners.

This policy applies to all adults working at, for, or on behalf of Walvis Bay Primary School, including full-time and part-time employees, contracted staff and volunteers.

The health, safety, and wellbeing of learners at Walvis Bay Primary School, as well as all others for whom the school is responsible, must be the highest priority. Adults under the influence of alcohol present a risk to themselves and those around them. Consequently, the school is obligated to take every practical step to reduce or eliminate the risk of harm caused by inappropriate alcohol consumption.

ZERO TOLERANCE

The school enforces a zero-tolerance policy regarding the consumption of alcohol by adults responsible for learners. Any adult who is instructing, supervising, driving, or otherwise accompanying Walvis Bay Primary School learners on official school business is prohibited from consuming alcohol during their period of responsibility. Furthermore, they must ensure they are not under the influence of alcohol when taking on their duty of care.

TESTING FOR ALCOHOL

If an adult instructing, supervising, driving, or accompanying Walvis Bay Primary School learners on official school business is suspected of being under the influence of alcohol, the school may require an alcohol test.

To facilitate this:

- The school owns several breathalyzers.
- All school breathalyzers are recalibrated every six months.
- A number of school employees have been trained in the use of these breathalyzers.
- Only trained staff are authorized to administer tests.
- All trained staff will receive re-training every year (or as needed).
- Each test will be observed by a witness.
- The date and time of each test will be recorded.
- All positive tests will be documented on an Alcohol Test Report form.

Whenever an adult drives Walvis Bay Primary School learner on official school business, a breathalyzer test must be conducted. On longer trips or at the discretion of the adult in charge,

additional tests may be performed. If any driver tests positive for alcohol, they must be immediately prevented from continuing to drive.

SANCTIONS

If any Walvis Bay Primary School employee knowingly violates this policy and takes responsibility for learners while under the influence of alcohol or consumes alcohol while responsible for learners, disciplinary action will be taken.

If any adult, not employed by Walvis Bay Primary School but contracted to work with or at the school, knowingly disregards this policy and takes responsibility for learners while under the influence of alcohol or consumes alcohol while responsible for learners, the full details of the incident will be reported to their employer immediately.

If any volunteer knowingly disregards this policy and assumes responsibility for learners while under the influence of alcohol or consumes alcohol while responsible for learners, they will be withdrawn immediately and prohibited from working with learners in the future.

In all instances, the school reserves the right to pursue legal action as appropriate and as permitted by law.

COMPLIANCE

Any adult who takes on the responsibility of driving Walvis Bay Primary School learners must receive a copy of this policy and sign a second copy to confirm that they have read, understood, and agree to comply with it at all times. The signed copy will be kept by the school.

Signed _____ Date _____

Print Name _____