



UK

Substance misuse policy (Students)

Location	Oxford Campus, C/o Activate Learning, Jericho Building, Oxford OX1 1SA
Monitoring	The Principal and/or DSL – all members of staff
Overall responsibility	Board of Directors
Created	November 2020
Last review date	August 2025
Next review date	August 2026 or as necessary

1. Introduction

EM Normandie UK Limited (hereafter 'EMN', 'EMN UK', 'the school', 'we', 'us') takes the misuse of alcohol or drugs extremely seriously as these will have an impact on a person's physical and mental wellbeing, their academic work and their interaction with others.

This policy aims to facilitate the early identification of such problems and to encourage students to seek advice, help and assistance voluntarily before their studies are adversely affected. Staff will be very happy to provide guidance as to where appropriate professional assistance is available.

EMN is a small school and has a responsibility towards all its students. Whilst we will offer reasonable help and support to all our students, we realise that the help we are able to provide to a student with a severe problem around alcohol or drug misuse, may be limited.

In all cases of misuse of alcohol and drugs which come to our attention, there will be a need to balance the support we can offer to an individual against the impact on part or all of the school community and our institution as a whole, and disciplinary action may need to be taken under this and the company's other policies (e.g., Student Code of Conduct).

In this context alcohol misuse is defined as

- habitual or occasional excessive drinking of alcohol which leads to
 - impairment of the person's ability to make sound judgements, and/or
 - the person's conduct becoming unacceptable, and/or
 - the person endangering the health and/or safety of others or themselves.

Drug misuse is defined as

- dealing drugs (to students or non-students)
- taking illegal drugs
- the taking of drugs, illicit or otherwise, whereby
 - the person's ability to make sound judgements is significantly impaired, and/or
 - the person's conduct becomes unacceptable, and/or
 - the person endangers the health and/or safety of others or themselves



UK

2. Drugs – what does the law say?

In the UK, it is illegal to

- take drugs
- carry drugs
- make drugs
- sell, deal or share drugs

There are three categories of illegal drugs and penalties depend on the type of drug or substance, the amount you have in your possession, and whether you're also consuming, dealing or producing it. These include,

- Class A: Crack cocaine, cocaine, ecstasy (MDMA), heroin, LSD, magic mushrooms, methadone, methamphetamine (crystal meth)
- Class B: Amphetamines, barbiturates, cannabis, codeine, ketamine, methylphenidate (Ritalin), synthetic cannabinoids, synthetic cathinone (for example mephedrone, methoxetamine)
- Class C: Anabolic steroids, benzodiazepines (diazepam), gamma hydroxybutyrate (GHB), gamma-butyrolactone (GBL), piperazines (BZP), khat

For more information, please go to www.homeoffice.gov.uk/drugs/drug-law/

Please note

- The classification of drugs is subject to change
- Criminal convictions for drug misuse or supply can restrict future career and travel choices
- As a non UK-national, any drugs related legal caution or conviction may severely affect your ability to return to the UK for study or work in the future

3. Alcohol, what does the law say?

It is illegal to

- To sell alcohol to someone under 18 anywhere.
- For an adult to buy or attempt to buy alcohol on behalf of someone under 18. (Retailers can reserve the right to refuse the sale of alcohol to an adult if they're accompanied by a child and think the alcohol is being bought for the child.)
- For someone under 18 to buy alcohol, attempt to buy alcohol or to be sold alcohol.
- For someone under 18 to drink alcohol in licensed premises, except where the child is 16 or 17 years old and accompanied by an adult. In this case it is legal for them to drink, but not buy beer, wine and cider with a table meal.
- For an adult to buy alcohol for someone under 18 for consumption on licensed premises, except as above.
- To give children alcohol if they are under five

It is not illegal to

- For someone over 18 to buy a child over 16 beer, wine or cider if they are eating a table meal together in licensed premises.



UK

- For a child aged five to 16 to drink alcohol at home or on other private premises. This does not mean it is recommended. We strongly advise an alcohol-free childhood, as recommended by the Chief Medical Officer.

4. Support

EMN regards an individual's dependence on either drugs or alcohol as a health problem.

If you would like to discuss any issues around the misuse of alcohol or drugs, please contact the Principal, the Link Office or any member the school's admin or faculty staff for information and helpline numbers.

EMN also offers a confidential counselling service which you can arrange by contacting the counsellor directly for an appointment on-line or face to face.

There will be no unnecessary disclosure of information and confidentiality will be respected when using any of the above services.

Alternatively, or in addition, you may want to contact 'Turning Point' in Oxford, which provides advice, help and support:

Turning Point - Oxford Hub is located

29 Rectory Rd, Cowley, Oxford OX4 1BU

www.turning-point.co.uk

Tel. 01865 261 690 or 01235 514 360

Opening times:

Monday 9am – 5pm

Tuesday 9am – 8pm

Wednesday 12pm – 5pm

Thursday 9am – 5pm

Friday 9am – 5pm

Saturday 10.30am – 2pm

5. Behaviour and conduct if under the influence

Any student attending the school under the influence of alcohol or drugs and/or who is deemed by staff to be disruptive or in breach of Health and Safety regulations and/or the Student Code of Conduct, will be asked to leave the premises and disciplinary action may be taken in line with the provisions of the Student Code of Conduct.

The staff member asking a student to leave will make all reasonable efforts to ensure that the student can leave safely to an appropriate place. Any such incident has to be reported to the Principal and/or the DSL and the school reserves the right to exclude students on a temporary or permanent basis from attending the school in accordance with the severity of the incident.

6. EMN Consequences

EMN will investigate any cases of the use, possession and supply of illegal drugs which come to its attention as well as unacceptable and/or dangerous and/or threatening behaviour arising from the excessive consumption of alcohol and/or drugs. EMN will also fully support any criminal investigation instigated by the police.



UK

In addition to any possible legal action taken by the police and consequent legal sanctions, EMN reserves the right to take appropriate disciplinary action in line with its only policies and procedures.

Any proven criminal offence may lead to an immediate suspension and/or expulsion from the school.

Students may be immediately suspended and/or excluded from any of the school's facilities by the Principal in the following cases

- where their continued presence constitutes a threat to themselves or others
- where their behaviour seriously breaches the Student Code of Conduct
- where their behaviour compromises the reputation of the school and EM Normandie as an organisation
- where they are found to be dealing drugs or engaging in other criminal activity

Annex 1 - Control table

Version	v1	Name	Role	Date
Created by :		Birgit Muller	Office Manager	Nov 2020
Approved by :		Miriam Schmidkonz, Principal		
Version	v2	Name	Role	Date
Amended by :		Birgit Muller	Office Manager	Feb 23
Changes approved by :		Miriam Schmidkonz, Principal		
Version	v3	Name	Role	Date
Amended by :		Birgit Muller	Office Manager	Aug 2024
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