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registered charity no.1150769

DRUG POLICY

1. Purpose

This policy establishes guidelines for Musica representatives in engaging and working effectively with users of its services within a safe environment where risk of harm to users, visitors and Musica representatives can be minimised.

Musica recognises the need for an effective drugs policy, which safeguards the rights of all users and guests to live, and Musica representatives to work, in a safe and harm free environment.

In developing an effective drugs policy, Musica recognises its duties as a responsible landlord to act with regard to the following legislation: The Misuse of Drugs Act (1971), The Misuse of Drugs Regulations (1985), The Intoxicating Substances (Supply) Act (1985), the Medicines Act (1968), The Criminal Justice and Public order Act, Road Traffic Act (1988), The Drug Trafficking offences Act (1986) and The Crime and Disorder Act (1998).

This policy should be read in conjunction with the Health and Safety Policy, First Aid Policy & Confidentiality Policy.

2. Persons Affected

All users of Musica's owned or managed premises

All Musica representatives and volunteers of Musica owned or managed premises.

3. Policy

- 3.1 The policy of Musica is to promote a drug-free environment for users and Musica representatives through a zero-tolerance of illegally held drugs (including prescribed drugs that are illegally held) on its premises.
- 3.2 Musica seeks to provide a safe and harm-free environment for all its users and Musica representatives and is obliged under its duty of care to users and Musica representatives to address risk of the hazard. For this reason, should drugs be found on the premises, Musica will always act to minimise harm within the confines of the law and where appropriate, to safely and legally transfer the drugs to into police possession.
- 3.3 Musica recognises its responsibilities under the Misuse of Drugs Act (1973) to take all reasonable steps available to stop supply taking place and to assume supply is occurring where supply is suspected. Musica will therefore not tolerate the supply of controlled drugs on its premises and will always act where it knows or suspects that supply is taking place.
- 3.4 Musica recognises that from time to time, users may wish to use legally held drugs and wishes to be clear that it has no position on this, so long as use does not create risk or distress to other users or Musica representatives.

- 3.5 Musica recognises that a number of users may use alcohol and tobacco without risk to others and therefore will allow use within designated areas within the confines of the law (see also Health and Safety Policy references to Smoking and Alcohol use). However, where misuse of alcohol is suspected, Musica will always take action.
- 3.6 Musica further recognises its responsibilities to Musica representatives in providing a safe working environment.
- 3.7 Musica seeks to safeguard the physical health of all its users and Musica representatives. Musica therefore ensures a qualified first aider is available to all users and Musica representatives at all times and that first-aid kits are fully stocked.
- 3.8 Musica seeks to maintain a positive relationship with the police at all times to the benefit of all its users and Musica representatives. As a result, information may be passed between the police and Musica to safeguard the community and Musica's interests. Should the police wish to search premises they should be invited to do so in all cases and Musica representatives are required to fully co-operate with the police.
- 3.9 Whilst Musica recognises that possession or use of some other drugs (see 4.0 definition of drugs) does not constitute an offence under the Misuse of Drugs Act, it recognises its duty of care to other members to provide a risk-free environment for all. The impact of behaviour influenced by these drugs on other members may constitute a risk to others and therefore Musica will not tolerate their use on its premises.

4. Definitions

- 4.1 Premises: For the purposes of this policy, the premises of Musica should be defined as any buildings and land owned or managed by Musica and include any premises being used by Musica.
- 4.2 Drugs: For the purposes of this policy, the term drugs are used to refer to illegally held controlled drugs (eg. cannabis, cocaine), prescribed controlled drugs (eg. Nitrazepam), non-prescription medicines, alcohol, tobacco, other substances which can distort perceptions or affect behaviour (eg. Qat, solvents, amyl and butyl nitrites, GHB).
- 4.3 Supply: the provision or sale of an illegally held drug from one person to another person
- 4.4 Prescription Drugs: Musica is aware that some of the users will have prescription drugs that they may require during the day. Musica representatives must be made aware of this and will facilitate the users to either self-medicate or their care giver to medicate. Under no circumstances will any representative of Musica administer any form of medication to any user.

5. Responsibilities

All Musica representatives to be aware of the policy and procedures.

6. Verification

Drug-related incidents or concerns (including the supply or suspected supply, use or suspected use, discovery of paraphernalia) will be monitored by the Musica Representatives.

