



International Sport Karate Association

ILLEGAL DRUGS POLICY

Introduction

ISKA does not allow the use, distribution or selling of illegal drugs by any ISKA member or any visitors within ISKA's jurisdiction. This policy reflects our commitment to protecting the health, safety and wellbeing of all persons associated with ISKA and all persons in attendance at ISKA activities.

Purpose of this policy

The purpose of this policy is to ensure the ISKA committee and members understand ISKA's position regarding illegal drugs and how it will respond to a drug-related incident within its jurisdiction.

Extent of this policy

This policy refers to illegal drugs only, which is defined as "a substance that is not permitted to be taken or used according to state or national laws such as cannabis (marijuana), amphetamines (speed and "ice"), ecstasy, cocaine, heroin and a range of new psycho-active substances known as synthetic drugs."

This policy does not apply to pharmaceutical drugs or performance enhancing drugs (unless they are captured in the above definition).

This policy should be read and understood in conjunction with ISKA's code of conduct.

When does this policy apply?

This policy applies whenever the individual is taking part in activities under ISKA's jurisdiction. This includes ISKA's and member clubs facilities, tournaments, training, events and trips organised by the ISKA or their member clubs.

Private behaviour of members is not included in this policy as ISKA cannot be responsible for the behaviour of its members outside ISKA's jurisdiction; however, this policy will apply whenever an individual is wearing a part of the official ISKA uniform which would identify them as being a representative of the ISKA.

Who does this policy apply to?

All ISKA members and visitors to ISKA.

Responsibilities

Attachment B8



ISKA will:

- Activate and comply with the policy.
- Promote the policy to everyone within ISKA.
- Promote and role model expected standards of behaviours at all times.
- Appoint and support appropriate persons such as a General Manager to lead the initial response, investigation and action for all illegal drug-related incidents.
- Respond to breaches of this policy discreetly and in a timely manner.
- Investigate all apparent, or alleged, breaches of this policy and take action after all relevant facts and circumstances are known.
- Ensure all responses and actions will reflect ISKA's duty of care to members and visitors.
- Review this policy every year.
- Educate members on illegal drugs.
- Have a list of health service providers in our area who would be able to support an individual with a drug and/or alcohol-related issue.

Individuals will:

- Comply with the policy.
- Promote and role model expected standards of behaviours at all times.
- Be responsible and accountable for their behaviour.
- Alert ISKA officials or the Welfare Officer with any concern about illegal drug use within ISKA.
- Honour our commitment to the health, safety and welfare of all of our members.

Responding to illegal drugs

Privacy

Where possible, the investigation of illegal drug-related concerns or incidents will remain confidential in line with ISKA's privacy policy.

The Privacy Policy of ISKA is as follows:

- ISKA will always act with discretion.
- Subject to its right to contact the Police if necessary, ISKA will maintain the privacy of those involved as far as possible.
- ISKA members will be informed about the incident on a need-to-know basis only.

Investigating the concern or incident

An appointed Welfare Officer will investigate all illegal drug-related concerns or incidents in a timely and discreet manner.

Once all relevant facts and circumstances are known, the Welfare Officer will recommend appropriate approaches and/or disciplinary measures to the ISKA committee based on the guiding principles outlined in this policy.

Response

Attachment B8



When responding to an illegal drug-related concern or incident, the responses by ISKA will focus on the safety and welfare of those directly and indirectly involved. All responses will reflect ISKA's duty of care to members and visitors.

All illegal drug-related concerns or incidents should be discussed with a Welfare Officer as soon as possible. The Welfare Officer will document the issue using the incident register and investigate the concern/incident further. In the event that a Welfare Officer is not available, an ISKA official may substitute for them.

If illegal drugs are being distributed or sold on ISKA premises by a member or visitor of any age, the Welfare Officer or President will contact the local police to seek their advice.

If illegal drugs are found within ISKA's jurisdiction the Welfare Officer or President will contact local police to seek their advice and so they can be disposed of safely.

Illegal drug use by a member under 18 years

Where ISKA identifies that a person under the age of 18 years is involved in illegal drug use ISKA will:

- Inform the individual that a Welfare Officer will contact the parent or guardian to discuss the incident, if it is appropriate and safe to do so.
- Contact the parent or guardian to discuss, unless informing the parent or guardian would put the individual at risk of greater harm.
- In the case of a visitor in this instance, ISKA will inform the visiting club.

Non-compliance with policy

ISKA will respond to all breaches of this policy. Any disciplinary measures imposed under our policy must:

- Be fair and reasonable and will focus on the safety and welfare of those directly and indirectly involved.
- Be based on the evidence and information gathered and the impact on ISKA, other members, competitors, spectators, visitors and the community.
- Take into account the age and personal circumstances of the people involved.
- Take into account whether the incident involved personal use of an illegal drug and/or the supply of an illegal drug to other people.

Examples of breaches of policy:

1. If a member **sells or distributes illegal drugs** in ISKA's jurisdiction, the following will occur:
 - ISKA will contact the local police to seek their advice.
 - Consequences for the individual(s) will depend on the circumstances or severity.
 - Where applicable, the individual(s) may be referred to a local health service provider.
 - ISKA may appoint a senior person to act as a mentor to a suspended individual(s) for a nominated period of time and to assist them to reintegrate with ISKA, if applicable.

Attachment B8



- If the individual(s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.
 - In the case of a visitor, ISKA will inform the visiting club.
2. If a member is found **in possession of an illegal drug**, the following will occur:
- The individual(s) will be asked to hand-over the substance and ISKA will follow the procedures for handling illegal drugs in its jurisdiction.
 - ISKA will contact the local police to seek their advice.
 - Consequences for the individual(s) will depend on the circumstances or severity.
 - Where applicable, the individual(s) may be referred to a local health service provider.
 - ISKA may appoint a senior person to act as a mentor to a suspended individual(s) for a nominated period of time and to assist them to reintegrate with ISKA, if applicable.
 - If the individual(s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.
 - In the case of a visitor, ISKA will inform the visiting club.
3. If a member is found **using drugs, or is affected by the use of illegal drugs** under ISKA's jurisdiction:
- ISKA would ensure the safety and wellbeing of the individual is the first priority.
 - Seek out medical assistance, if required.
 - If required, contact next of kin.
 - If the individual(s) concerned is/are under 18, their parent or guardian would be informed immediately of the incident and of the consequences, unless informing the parent or guardian would put the individual at risk of greater harm.
 - Ensure individual is safely transported to their home.
 - When the individual's health has returned to a normal state, the Welfare Officer will investigate and take appropriate action.
 - Where applicable, the individual(s) may be referred to a local health service provider.
 - In the case of a visitor, ISKA will inform the visiting club.

Managing media

All contact with the media related to a drug-related allegation or incident within its jurisdiction will be managed by ISKA's official spokesperson.