

Policy # 9.05	Refer to Policy #
4-H Alberta Alcohol, Illegal Drugs & Tobacco Policy 4-H Alberta, at all levels, has a ZERO tolerance policy toward alcohol, illegal drugs and tobacco products at any 4-H activity targeted at 4-H members.	7.01
	Approved
	September 2015
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	July 2018

- Possession and/or use of alcoholic beverages, illegal drugs or non-prescribed inhalants or tobacco/tobacco products by participants at any 4-H activity targeted at 4-H members are forbidden and will result in disciplinary action.
- For the purpose of this policy, a participant is defined as anyone who takes an active part in an event or activity. 4-H activities targeted at 4-H members are defined as activities planned exclusively for registered 4-H members.

Procedures:

- Prior to the activity, the alcohol, illegal drugs & tobacco/tobacco products policy **MUST** be communicated to **ALL** participants. 4-H members and their parents/guardians must be given the opportunity to sign the 4-H Alberta Program Agreement Form. (Refer to: #7.01 4-H Alberta Program Agreement Policy)
- Participants should be given the opportunity to anonymously turn in alcohol, and/or tobacco/tobacco products at the start of the activity for disposal by organizers.

If Alcohol is Found:

- The offender(s) will be asked to dispose of it in the presence of at least two (2) organizers.
- If a participant is found to be intoxicated and exhibiting signs of impaired faculties, two (2) volunteers must remain with the offender(s) until it is determined what disciplinary action is to be taken.

If illegal drugs/inhalants are found or suspected illegal drug/inhalant usage:

OPTION A

- The police will be contacted when drugs are found and/or a participant is in possession of drugs.
 - ❖ Two (2) volunteers will remain with the offender(s) and illegal drugs/inhalants until the police arrive.
 - ❖ Once the police are involved, they are responsible for determining how the situation will be handled.
 - ❖ Charges may or may not result.

OPTION B

- When drugs are not found but a participant is exhibiting signs of product usage discretion should be used.
- Two (2) volunteers will remain with the offender(s) until the event organizers determine the disciplinary action to be taken.

If tobacco/tobacco product is found:

- The offender will be asked to dispose of it in the presence of at least two (2) organizers.
- In all cases, parent(s)/guardian(s) must be notified and informed of the situation and the proposed disciplinary action.
- A 4-H Incident Form must be completed and submitted to 4-H Alberta Branch Staff.

Disciplinary Action

In situations where the police are not involved, the event organizers will determine the action to be taken. However, a **zero tolerance** is indicated and if all the pre-activity procedures were followed, these are the **recommended (minimum) disciplinary procedures:**

- If any participant violates this zero tolerance alcohol, illegal drugs/non prescription inhalants tobacco/tobacco products policy at any 4-H event targeted at 4-H members, the participant will be removed from the activity/event at their expense.
 - ❖ In the case of a member participant or an under-age non-member participant, their parent(s)/guardian(s) will be contacted to come and take them home.
 - ❖ If any participant is intoxicated and/or exhibiting signs of impaired faculties, they will remain at the event until someone arrives to take them home.
- If the event organizers do not speak directly to the parent(s)/guardian(s) regarding the specifics of the incident, the event organizers will send a letter to the parent(s)/guardian(s) of the violating member stating the policy that was violated and what the consequences are. (Refer to the attached example.)
 - ❖ The incident report and if required, a copy of this letter will be sent to the 4-H Specialist responsible.
 - ❖ A copy of 4-H Incident Form will be kept on file with the 4-H Specialist for three months, and then forwarded to the 4-H Branch Head. (Refer to Section 3 – Consequences)

Consequences

- The violating 4-H member will receive no credit for the 4-H event where the violation occurred.
- There will be no portion of the fees refunded.
- In the event an offense takes place during a 4-H program at such time as removal of the participant from the program is not possible or practical (i.e. the final night of a residential program), the following procedure will be enacted:
 - ❖ The Program Coordinator or Chaperon will, to the best of their ability, physically segregate the participant from other participants.

- ❖ The participant shall become responsible for all costs incurred for accommodation and travel from the point of exclusion until they are no longer under program supervision.
- ❖ The participant shall reimburse the 4-H program all costs that 4-H sponsors have contributed on behalf of the participant's involvement with the program.
- ❖ If a second violation of the policy by the same 4-H member or participant occurs, their club will put them on probation. (Counseling may be advised).
- ❖ If a third violation of the policy by the same 4-H member occurs, the member will lose credit for their whole 4-H year. If a non-member participant commits a third violation, they will not be allowed to participate at any further 4-H events during the 4-H club year.

Note Regarding Consensual Search

- If the use and/or possession of alcohol, illegal drugs/inhalants or tobacco products are suspected, event organizers may request a consensual search. A consensual search requires consent from the participant, and must be conducted in the presence of a witness. The search must be stopped when requested by the participant. Under the Criminal Code of Canada there is no general right to search an individual until after a lawful arrest.
- If the 4-H member or participant under the age of eighteen years, the parent(s)/guardian(s) must be contacted for permission. The parent(s)/guardian(s) **must** give their permission for the consensual search to proceed. If the parent(s)/guardian(s) **do not** grant permission for the consensual search, the search **must not** proceed. The conversation with the parent(s)/guardian(s) is to be either: recorded and witnessed or the conversation verified by another person.
- As a resource person, a local Community Services Officer (local police) may be included in pre-activity training, or consulted regarding alcohol, illegal drugs/inhalants and tobacco products.