



WESLEY COLLEGE TRUST BOARD

ALCOHOL AND OTHER SUBSTANCE USE IN HOSTELS

RATIONALE

Wesley College is committed to providing a healthy and safe environment for its employees, boarders and visitors to the College. This commitment aligns with Regulation 65(4) of the Education (Hostels) Regulations 2005, which promotes safety and well-being in hostel settings.

PURPOSE

The purpose of this policy is to outline guidelines to ensure compliance with relevant legislation and to support the health, safety, and well-being of all individuals on the Wesley College campus.

POLICY GUIDELINES

1. Alcohol, illegal substances and other potentially harmful substances are not permitted in the Wesley College hostels and grounds.
2. Wesley College is a smoke-free and vape-free site. The use of tobacco, vaping and illegal substances is not permitted anywhere on the premises.
3. Any boarder's use of alcohol illegal substances and other potentially harmful substances (including tobacco and vaping substances) on the Wesley College site will be regarded as a serious matter and may lead to formal disciplinary procedures being applied.
4. The Trust Board prohibits staff from:
 - a. using alcohol, illegal substances and other potentially harmful substances while on duty.
 - b. being under the influence of alcohol or illegal substances and other potentially harmful substances while on duty.
 - c. The Trust Board reserves the right to:
 - i. request a staff member to undertake an alcohol or drug test if they suspect reasonable cause.
 - ii. define reasonable cause as any action, omission, appearance, behaviour or conduct that suggests either alcohol and/or illegal substances may be affecting the staff member's ability to work effectively and safely.

- iii. apply disciplinary procedures for failure to comply with testing as it constitutes failure to comply with a lawful request.
5. Staff who reside in accommodation attached to the hostel must:
 - a. use alcohol or other substances responsibly when off duty.
 - b. avoid actions that could bring the College into disrepute or compromise the safety and wellbeing of others.
6. Exceptions to this policy may be granted for specified occasions or locations at the sole discretion of the Wesley College Trust Board. Any exceptions must comply with health and safety considerations, relevant legal requirements, and the College's Methodist ethos.
 - a. At any school event that involves alcohol being served on College grounds, the principal, a senior staff member, or other person is designated to ensure that this policy is followed.
 - b. External organisers of functions on College grounds must send a written request to the Trust Board if they wish to serve alcohol or allow BYO at any function. The organisers must have this consent before any alcohol is consumed and must meet their [host responsibility](#) obligations.
 - c. If alcohol is approved for an event, we ensure that it is consumed safely and responsibly, in keeping with the Sale and Supply of Alcohol Act 2012. Any alcohol on College grounds is safely secured.

RELATED LEGISLATIONS, POLICIES & PROCEDURES

- Sale and Supply of Alcohol Act 2012
- Disciplinary Policy
- Health and Safety Policy
- Hostel Supervision Policy

This policy was adopted by the Wesley College Trust Board on 20 February 2025.
This policy will be reviewed on or before the Wesley College Hostel Council meeting of February 2028.

Jan Tasker
Chairperson
20 February 2025