

Drugs & Alcohol Policy

Share the Dignity is committed to maintaining and promoting a safe, productive and supportive environment. This policy outlines our expectations with relation to the consumption of illicit drugs and/or excessive consumption of alcohol and what to do if you wish to raise a concern or seek support.

Who this policy applies to

This policy applies to all volunteers of Share the Dignity in Australia.

When this policy applies

This policy applies at all times when a person is representing Share the Dignity, or volunteering on behalf of Share the Dignity, whether on our premises or off-site. Off-site volunteering includes volunteers working from home, at business collection points, charity locations, storage facilities or any other location where they are carrying out their duties.

It applies to after hours and off-site activities and functions that are organised by Share the Dignity, or which are attended on behalf of Share the Dignity. This includes team events, charity fundraisers and celebrations and corporate sponsor entertainment.

1.0 Policy

Share the Dignity does not condone the use, possession or sale of illicit drugs or any unlawful substance by anyone volunteering with our charity. Share the Dignity does not condone anyone being adversely affected by alcohol while they are carrying out their volunteer work.

Being "adversely affected" or partaking in "excessive consumption" of alcohol means consuming alcohol to the point where you are unable to effectively undertake your volunteer work and/or become a health and safety risk to yourself or others.

People volunteering for Share the Dignity may be invited to charity functions or fundraisers where alcohol is served. If you choose to consume alcohol at such an event, you must ensure you do so responsibly and arrange safe transportation back to your place of residence. People are not permitted to operate a motor vehicle under the influence of illicit drugs or alcohol, in accordance with the law.

1.1 Responsibilities of everyone who volunteers at Share the Dignity:

Everyone is expected to:

- Read and fully understand this policy
- Comply with this policy at all times while volunteering for Share the Dignity
- Inform a manager if they believe that this policy is not being followed

1.2 Manager Responsibilities



"No woman should suffer the indignity of choosing between eating or buying sanitary products"

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Managers are also expected to:

- Ensure that the people with whom they volunteer are made aware of this policy
- Create and support a culture that is supportive of responsible alcohol consumption

Everyone who volunteers for Share the Dignity must ensure they adhere to charity policies at all times while carrying out their volunteer work, including at charity functions. This includes the Share the Dignity Code of Conduct, Health & Safety policy and Bullying, Discrimination and Harassment policy.

2.0 Policy Breaches and Possible Outcomes

Share the Dignity does not pre-empt outcomes or action as a result of breaches of this policy. Share the Dignity will consider appropriate action at the time. Possible outcomes include termination of the volunteer relationship.

1.0 How to Raise a Concern

Share the Dignity encourages volunteers to raise concerns they have about their health and safety with relation to illicit drugs and/or alcohol in a supportive environment, without victimisation. If you are concerned about your own use of illicit drugs and/or alcohol, we encourage you to seek the professional advice of your medical practitioner or contact a professional support service such as DirectLine.

While it is not the responsibility of Managers to attempt to diagnose personal or health issues, if a Manager has emerging concerns about the behaviour of a volunteer, including their use or suspected use of illicit drugs or alcohol, please speak to Rochelle Courtenay. If we reasonably suspect a volunteer is adversely affected by illicit drugs or alcohol, we may request the volunteer to cease their volunteer duties until such time as we are satisfied they are fit to resume. Please note that in instances where the volunteer is causing a health and safety risk to themselves or others, the police may be contacted.

2.0 Questions

If you have any questions about this policy, please ensure you speak with your Manager