

COMMUNITY GAMES SUBSTANCE USE AND MISUSE POLICY

All policies are to be read in conjunction with the Community Games Code of Conduct. All policies belong to the members of Community Games. Every member abides by the rules and policies set out by Community Games.

INTRODUCTION

Community Games recognises that children and young people are faced with many challenges growing up that can affect their health and well-being. Exposure and access to alcohol, tobacco and drugs is part of this reality. We also recognise that children and young people have medical conditions which need to be controlled and managed with prescription. There are also increased demands placed on children and young people to perform to their optimum. The Community Games is committed to promoting healthy lifestyles.

AIM OF THIS POLICY

To inform and educate those involved in Community Games of the issues that may impact on health and raise awareness of behaviour that impact negatively or positively on health.

Objectives:

- Provide a positive, healthy and safe environment for all members during their Community Games experience
- Support Community Games members to deal with issues related to substance use and misuse in a coherent and consistent manner
- Provide information on services and supports available when necessary.

DEFINITIONS

Medication: refers to medicines, ointments, tablets, sprays, inhalers and insulin

Substance: includes alcohol, prescribed and non-prescribed medication and/or drugs, tobacco, solvents or any other substance which may alter the physical, emotional or mental state

Substance misuse: the taking of any drug, alcohol or other substance which adversely affects an individual's behaviour and work performance

COMMUNITY GAMES COMMITMENT TO TACKLING SUBSTANCE MISUSE

- Community Games does not accept the possession, use or supply of alcohol or tobacco during any Community Games activities by any member
- Community Games does not accept the possession, use or supply of illegal drugs during or outside any Community Games activities
- Community Games does not accept the misuse of solvent based substances
- All medicines, solvents and aerosols must be stored securely and used only under the supervision of an adult (see Administration of Medication Policy)

- Community Games prohibits the use of any performance enhancing products
- All Community Games strives towards to creating a Tobacco Free Campus at all events.

DEALING WITH AN INCIDENT OF SUBSTANCE MISUSE

In dealing with any incident, there is a moral and legal responsibility to ensure the safety and welfare of the individual involved.

- Take time to listen and assess before responding
- Treat individual with respect and dignity
- Seek medical treatment is appropriate
- Report alleged or confirmed incidents to the Children's Officer, Security and/or the County or Team Manager as appropriate (appendix 5)
- Use an Incident Report Form (see appendix 3) to record the facts and actions taken
- All information regarding incidents whether suspected or confirmed should be handled in the strictest confidence
- Incidents involving a young person shall be reported to the parent/guardian and information on support services, where deemed necessary, shall be made available by the Children's Officer
- In the case of supply of illegal drugs, an Garda Síochána/PSNI shall be informed
- Any drugs shall be stored securely until removed by an Garda Síochána/PSNI
- Disciplinary procedures shall be carried out in accordance with Community Games 'Complaints and Disciplinary Policy'.

RESPONSIBILITIES

All members have a responsibility to ensure the implementation of this policy.

Children's Officer/Chairperson at Area/County will:

- Keep written records of incidents, with copies sent to County/National as appropriate
- Inform parents/carers of incidents and supply information on support services
- Inform the National Children's Officer as appropriate
- In the case of illegal drugs inform an Garda Síochána/PSNI.

COMMUNICATION OF THIS POLICY

This policy is available for download at www.communitygames.ie.

The Area/County Children's Officer, as appropriate, shall inform children, adults, parents and volunteers of the Community Games Substance Use and Misuse Policy. The CEO shall inform staff of the Community Games Substance Use and Misuse Policy.

MONITORING AND EVALUATING

This policy will be reviewed annually by the Chief Executive Officer by the 1st February of each year.

Appendix 1

Guidelines for Volunteers Travelling Away with Community Games participants

Guidelines for Volunteers Travelling away with Community Games Participants

Substance misuse is the taking of any drug, alcohol or other substance which adversely affects an individual's behaviour and work performance

It includes legal drugs such as tobacco and alcohol and illegal drugs such as cannabis, cocaine. It also covers over the counter medicines such as painkillers, cough medicines, prescribed drugs, performance enhancing drugs and any volatile substances such as solvents which may be misused.

The policy applies to everyone involved in Community Games events. All volunteers, parents and staff will abide by the law when it comes to tobacco, alcohol and illegal drugs. They will lead by example and adhere to this policy.

Dealing with substance use incidents (alcohol/drugs/tobacco).

In dealing with any incident, the Community Games/ member has a moral and legal responsibility to ensure the welfare and safety of the individual involved.

- Take time to listen and assess the situation carefully before responding.
- In situations of confirmed use, possession or supply all details must be recorded and acted upon.
- Report alleged or confirmed incidents to the senior office holder chairperson/county manager as appropriate (see appendix 5).
- Record the facts of the incident and action taken on the Community Games Incident Reporting Form.
- All information regarding an incident whether suspected or confirmed will be handled confidentially.
- All written records to be kept by the Children's Officer.
- Incidents involving a young person must be reported to the parent/guardian and information on support services to be made available by the Chairperson or the Children's Officer.
- In the case of supply of illegal drugs, an Garda Síochána to be informed, illegal substances stored securely, until removed by an Garda Síochána. In other cases the involvement of an Garda Síochána to be decided by the chairperson.
- Disciplinary procedures in accordance with Community Games 'Complaints and Disciplinary Policy'.



Appendix 2

Medical Information Form



**COMMUNITY GAMES
MEDICAL INFORMATION FORM for PARTICIPANTS and U18 VOLUNTEERS**

All information given is strictly confidential

**This form must be completed in addition to the Community Games Registration and Consent Form, by the Parent/Guardian of any person U18 who has a medical condition or who requires medication
This form is to be held by the Area, County or Team Manager with responsibility for the welfare of the child/young person, as appropriate**

Child/Young Person's Personal Details

Child/Young Person's Name: _____

D.O.B: ____/____/____

Address: _____

The child/young person is: a Participant or an U18 Volunteer

Parent/Guardian's Details

Parent/Guardian's Name(s): _____

Phone Number(s): _____

GP's Details

GP Name: _____ Phone: _____

Medical Information

Please state any illnesses, allergies, or special needs:

Is Medication required?: Yes No

If Yes, the Manager will supervise the taking of medication but will not administer the medication (in line with the Community Games Administration of Medication Policy, see www.communitygames.ie for more information)

Please state any other information which the Manager should be aware of:

In the event of injury or illness I give permission for my child to be taken to a medical centre/hospital for medical treatment.

Parent/Guardian's Signature: _____

Date: ____/____/____

Appendix 3

Incident Reporting Form (including complaints)

Appendix 4

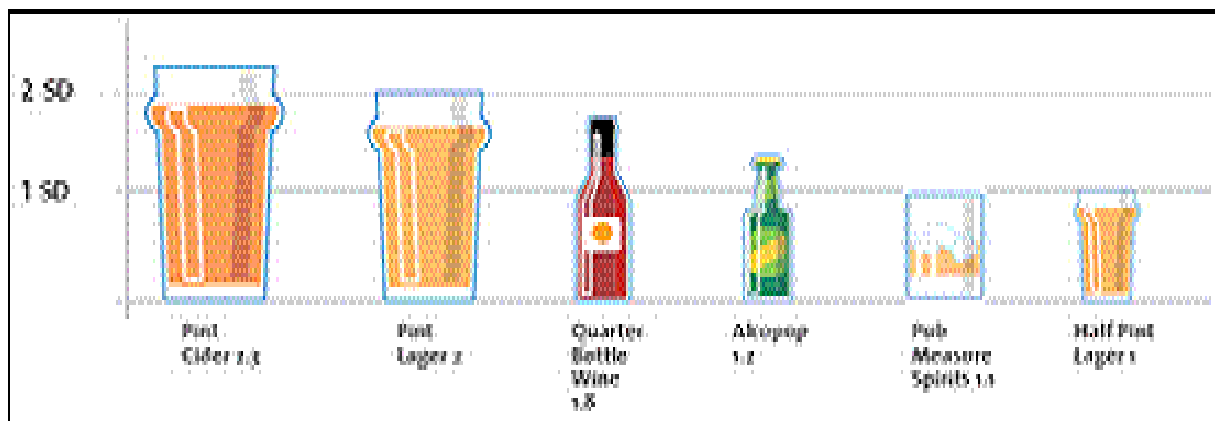
Guidelines on Alcohol consumption for adults

Guidelines on Alcohol consumption for Adults

A standard drink in Ireland is 10 grams of pure alcohol:



...and some drinks are more than one standard drink



For drinking to be considered “low-risk”, the Health Service Executive advises:

- **Adult women** should drink less than 14 standard drinks per week
- **Adult men** should drink less than 21 standard drinks per week

Appendix 5

Guidelines on Record Keeping

Guidelines on record keeping

All incidents must be recorded, signed and dated.

The written record is to be held by the following person:

Incident occurring at:	Area Event	County or Provincial Event	National Event
Involving a Young person	Area Chairperson/ Area Children's Officer	County Chairperson/ County Children's Officer	National Headquarters and/or National Children's Officer
Involving an Adult	Area Chairperson	County Chairperson	National Headquarters

Where an incident requires the intervention of an Garda Síochána or the PSNI, the National Children's Officer and/or the Chief Executive Officer must be sent a copy of the report.

Appendix 6:

Useful Contacts for Local and National Bodies

Useful contacts for Local and National Bodies

National Help Lines

- Alcohol Action Ireland: Butler Court, 25 Great Strand Street, Dublin 1
01 878 0610 www.alcoholireland.ie
- The National Smokers Quitline 1850 201 203 (8am -10pm, Mon - Sat)
- www.quit.ie
- www.facebook.com/HSEquit

Drug Helpline – Rep of Ireland Free phone: 1800 459 459	Drug Helpline – N. Ireland Free phone: 0800 77 66 00
Alcoholics Anonymous – Rep of Ireland Tel.: 01 4538998 ala@indigo.ie www.alcoholicsanonymous.ie 109 South Circular Road, Leonard's Corner, Dublin 8.	Alcoholics Anonymous – N. Ireland Tel.: 028 90434848 www.alcoholicsanonymous.ie 7 Donegal Street Place, Belfast, BT1 2FN County Antrim.
Narcotics Anonymous – Rep of Ireland Tel.: 01 6728000 www.na.ireland.org Narcotics Anonymous Ireland, 4/5 Eustace Street, Dublin 2.	Narcotics Anonymous - N. Ireland Tel.: 07810 172991 www.nanorthernireland.com contact@nanorthernireland.com PO Box 543, Tomb St., Belfast, BT1 1AA.

Health Promotion Offices in Republic of Ireland

HSE Dublin Mid Leinster Tel.: 057 9357800 Health Promotion Department, Block 4, Central Business Park, Clonminch, Portlaoise Road, Tullamore, Co. Offaly	HSE Southern Area Tel.: 056 7761400 Health Promotion Department, Dean Street, Kilkenny
HSE Dublin North Eastern Area Tel.: 041 6860715 Health Promotion Department, St. Brigid's Hospital, Ardee, Co. Louth	HSE Southern Area Tel: 021 4921641 Health Promotion Department, Eye, Ear and Throat Hospital, Western Road, Cork
HSE Dublin Mid Leinster Tel.: 01 2744295 Health Promotion Department, Block B Civic Centre, Main Street, Bray, Co. Wicklow	HSE Mid-Western Area Tel: 061 483215 www.healthpromotion.ie Health Promotion Department, Parkview House, Pery Street, Limerick
HSE Dublin Mid Leinster Tel.: 01 4632800 www.healthpromotion.ie Health Promotion Department, 3rd Floor, 52 Broomhill Road, Tallaght, Dublin 24	HSE Western Area Tel.: 071 9852000 Health Promotion Department, Top Floor, Saimer Court, Main Street, Ballyshannon, Co. Donegal
Health Promotion Service, HSE Dublin North East Unit 4 & 5, Nexus Building, Block 6A,	HSE Western Area Tel: 091 548320 www.healthpromotion.ie

<p>Blanchardstown Corporate Park, Ballycoolin, Dublin 15 www.healthpromotion.ie</p>	<p>Health Promotion Department, 1st Floor West City Centre, Seamus Quirke Road, Galway</p>
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Health Promotion Offices in Northern Ireland

<p>Belfast Health and Social Care Trust Tel.: 028 90563765. Communication, Resource & Information Service (CRIS), Dorothy Gardiner Unit, Knockbracken HealthCARE Park, Saintfield Road, Belfast, BT2 8BS</p>	<p>Northern Health and Social Care Trust Tel.: 028 2563 5575 health.promotion2@northern.trust.hscni.net Health Promotion Service, Homefirst Community Trust, Spruce House, Cushendall Road, Ballymena, BT43 6HL</p>
<p>Eastern Health and Social Services Board Area Tel.: 028 9032 1313. Eastern Area Health Promotion, Communication, Resource and Information Service (CRIS), Champion House, 12-22 Linenhall St., Belfast, BT2 8BS</p>	<p>Southern Health and Social Care Trust Tel: 028 3741 2424 Southern Area Health Promotion Department, Promoting Wellbeing Team, Ward 1, St. Luke's Hospital, Loughgall Road, Armagh, BT61 7NQ</p>
<p>Western Health and Social Care Trust Tel.: 028 7186 5127 Health Promotion Department, Maple Villa, Gransha Park, Derry, BT47 6WJ</p>	

Other Useful Websites

GAA Alcohol and Substance Abuse Prevention (ASAP) Programme
[http://www.gaa.ie/content/files/GAA%20ASAP%20Programme\(2\).pdf](http://www.gaa.ie/content/files/GAA%20ASAP%20Programme(2).pdf)

Spunout (website based organisation for young people)
www.spunout.ie
<http://www.spunout.ie/health/Alcohol-%2526-drugs>

Barnardo's
www.barnardos.ie