

# ALCOHOL, TOBACCO AND PROHIBITED SUBSTANCES

## INTRODUCTION

1.1 Defence has an ongoing commitment to being a youth safe organisation and actively strives to create and maintain environments where all adults who engage with young people in the Defence context know and understand the expectations for behaviour relating to alcohol, tobacco and prohibited substances.

1.2 Defence Youth Programs provide a range of safe, challenging and high quality activities to young people across Australia, including but not limited to, ADF Cadets, the Defence Work Experience Program and Sail Training Ship Young Endeavour. All adults who work with young people in a Defence youth program are acting in a position of trust and as such young people are likely to view these adults, as role models.

## POLICY INTENT

1.3 This policy provides guidance and direction on the conduct of youth program activities in relation to the sale, supply and use of alcohol, tobacco and prohibited substances.

1.4 It is essential that every reasonably practicable action is taken to protect young people participating in Defence youth programs from the harm associated with exposure to alcohol, tobacco and prohibited substance.

1.5 For the purposes of this policy, youth participants over the age of 18 (for example 18yr old cadets) are prohibited from consuming alcohol whilst participating in Defence Youth Activities.

1.6 This policy approach is consistent with the broader ADF Alcohol Management Strategy.

1.7 Guidance relating to ADF Members under the age of 18 is contained in the Military Personnel Policy Manual (MILPERSMAN).

## POLICY PRINCIPLE

1.8 The principle applicable to this policy is:

- a. **Principle 1** - All young people have the right to an environment which is free of alcohol, tobacco and prohibited substances.

## POLICY PRACTICES AND MEASURES

1.9 **Principle 1** - All young people have the right to an environment which is free of alcohol, tobacco and prohibited substances.

## PROHIBITED SUBSTANCES

1.10 The possession, supply, sale or use of prohibited substances by Defence youth program members and/or participants are a criminal offence and will result in a report being made to the relevant state and territory police. It will also constitute a breach of the relevant program code of conduct and result in cancellation of membership and participation in the program.

## ALCOHOL AND TOBACCO

1.11 Defence takes a proactive approach to the prevention of alcohol related harm by prohibiting the consumption of alcohol by adults who are managing, supervising or participating in Defence youth programs. An exception may apply to activities/functions where there are no people under 18 in attendance. An example is provided in the Activities and Functions section of this policy.

1.12 Defence recognises that the safety and wellbeing of the young people entrusted to its care is paramount and places an extremely high priority on the prevention, identification and treatment of youth safety risks.

1.13 specific prohibitions during youth activities include:

- a. the use of tobacco by Defence youth program members and participants under the age of 18 or in the presence of young people under the age of 18;
- b. the sale or supply of alcohol to a person under the age of 18;
- c. the consumption of alcohol by a person under the age of 18;
- d. the consumption of alcohol in the presence of young people;
- e. the supply of tobacco products, including electronic cigarettes, to a person under the age of 18;
- f. smoking, chewing tobacco or using electronic cigarettes in the presence of a person under the age of 18;
- g. smoking or chewing tobacco, or using electronic cigarettes in buildings, tents and other structures used for youth activities, or within any distance specified under state or territory legislation of entrances, windows or ventilation intakes to buildings, tents and other structures in use for youth activities;
- h. the supply or sale to, or use of prohibited substances by a person under the age of 18; and
- i. the misuse of prescription or over-the-counter medications;

1.14 In accordance with the relevant program code of conduct failure to comply with this policy and any subordinate direction could result in:

- a. immediate stand down from a specific activity, or the entire program pending investigation;
- b. a report being made to the relevant state or territory police;
- c. counselling by a member of the relevant program chain of command;
- d. a verbal warning;
- e. a written warning;
- f. additional supervision;
- g. reduction in the level of responsibility of the individual's role;
- h. cancellation of participation in the program.

1.15 Consumption of alcohol by Defence youth program adults during a youth activity is inconsistent with the standard of conduct necessary to maintain community confidence in these activities.

1.16 Any Defence youth program adult who is impaired or affected, or is suspected of being impaired or affected by alcohol or a prohibited substance must be stood down from the youth activity. If required the individual should be provided immediate health support until their personal safety is no longer an issue.

1.17 The incident must be reported in accordance with the Defence Incident Reporting and Management Manual - Notifiable Referral Guide and managed in accordance with Defence policy, the policies contained in the Youth Policy Manual (YOUTHPOLMAN) and relevant program procedure.

1.18 In the event that an adult affected by alcohol or other substances is requested to leave the activity the supervisor/manager should make a judgment as to where the individual should be directed to go and which mode of transportation should be used. Options include:

- a. calling an ambulance where the individual requires medical assistance;

- b. calling a family member or friend to take the individual home or to another appropriate destination;
- c. ensuring the individual has some other appropriate means of getting safely home or to another appropriate destination; or
- d. the police have the power to take individuals to the police station if they are under arrest. In certain circumstances police also have the power to take them home, or to the home of a relative or friend or a place of safety.
- e. If an individual's disposition is confrontational, argumentative, uncooperative or violent police should be called.

## REPORTING

1.19 The *Work Health and Safety Act 2011* places a duty of care on Defence to ensure, as far as is reasonably practicable, the health and safety of 'workers' in the workplace. For the purposes of this policy the term 'Worker' has the same meaning as in the *Work Health Safety Act*. It is incumbent on all adults occupying positions that manage or supervise young people participating in a Defence youth program activity to comply with this duty of care.

1.20 Circumstances involving any adult or young person impaired by alcohol, prohibited or other substance may be breaking the law and be in breach of the relevant program code of conduct. Consequently this must be reported in accordance with the Defence Incident Reporting and Management Manual - Notifiable Referral Guide, the policies contained in the YOUTHPOLMAN and relevant program procedure.

## TOBACCO

1.21 Smoking can be childhood addiction, with very young ages of initiation particularly among vulnerable groups of children. Tobacco use is also linked to adverse childhood experiences, mental health issues, poverty, addiction as well as the misuse of other substances, with young people who smoke being more likely to experiment with, or use alcohol or illegal drugs.

1.22 Given the strong links between smoking and these other issues of concern, this guidance is particularly relevant in meeting Defence youth safety responsibilities to protect and promote the health and wellbeing of children and young people.

1.23 To reduce smoking and second-hand smoke exposure in DYP should be a priority for DYP. Defence youth program adults should not smoke at DYP activities and, if they do smoke at home, be supported to be temporarily abstinent in support of the organisation's policy on youth safety and wellbeing relating to a tobacco-free culture.

1.24 It is important that all adults who are involved in the lives of young people are supported to understand their role in that young person's future. All adults in DYP settings whether Defence personnel or volunteers or senior managers, play a role in setting the foundation for a young person moving into adulthood. A role model is "a person who someone admires and whose behaviour they try to copy." This is both a conscious and unconscious process and young people often display key behaviours of the adult/s who have been engaged with them. Adults in DYP should place the health and wellbeing of the young person as the priority. It is therefore important for adults to understand the importance of role modelling a tobacco-free culture and approach and to support others with the implementation of this guidance.

1.25 The negative impact of smoking on health and wellbeing has resulted in changes in the law across all states and territories in Australia.

1.26 It is important to note the following tobacco laws which are of particular relevant to this guidance and the development this policy. Each State or Territory has tobacco laws and as such it may be an offence for:

- a. any shop to sell tobacco products to under 18s
- b. anyone under 18 to buy or attempt to buy tobacco products
- c. any adult to buy tobacco for under 18s (secondary supply)
- d. any adult to smoke in a private motor vehicle in the presence of a child or young person under 18
- e. No smoking within 10 metres of children's playground equipment.
- f. No smoking between the flags at patrolled beaches

## ACTIVITIES AND FUNCTIONS

1.27 **ADULTS ONLY ACTIVITY/FUNCTION.** Adults may consume alcohol in specific circumstances, for example whilst attending a training activity or function where there are no people under the age of 18 in attendance and/or present. In the event that people under the age of 18 are present, that activity/function **must** be alcohol and tobacco free.

1.28 If adults choose to drink alcohol during an adults only function they are to ensure that they drink responsibly, and their behaviour is to be consistent with the applicable code of conduct and behaviour policies.

1.29 There are strict controls in place for many types of venues, particularly registered clubs, to prevent minors from gaining access to alcohol and to ensure they are adequately supervised by a responsible adult. In many instances, it is also an offence for a minor to be on licenced premises unless they are:

- a. accompanied and under direct supervision by parents/guardians over the age of 18;
- b. having a meal;
- c. on the premises for a purpose or attending a function and in circumstances approved by the state/territory Commissioner for Liquor and Gaming or stated in a condition of the venue's licence or permit.

1.30 Activity risk assessments are to be conducted and, if required Defence youth programs should seek guidance from the relevant state/territory licencing regulator regarding the conduct of youth activities in licenced premises related to specific events such as ANZAC Day or Remembrance Day.

1.31 State and territory governments may have restrictions on minors buying or selling raffle tickets where alcohol or tobacco products are offered as prizes, Defence does not support young people who are participating in a Defence youth program being involved in fundraising events which have alcohol or tobacco as a prize.

## IMPLEMENTATION

1.32 All Defence youth program adults must receive appropriate training relevant to their role and responsibilities regarding the requirements of this policy.

1.33 The requirements of this policy should also be discussed with Defence youth program participants and adults and information made readily available to parents/guardians.

## RELATED MATERIAL

[Legislation](#)

*Archives Act 1983*  
*Crimes Act 1900*  
*Customs Act 1901*  
*Poisons and Drugs Act 1978*  
*Privacy Act 1988*

## DEFENCE

Defence Incident and Reporting Manual  
Defence Privacy Policy  
Defence (Prohibited Substances) Determination 2015  
Explanatory Statement Defence (Prohibited Substances) Determination 2015  
ADF Cadets Alcohol Behaviour Expectations Statement  
Defence Drug and Alcohol Management Plan 2014-2017

## OTHER

Get help in an emergency situation.

Police/Fire/Ambulance: **000**

Police attendance: **131 444** (all states except Victoria)

<http://www.australia.gov.au/information-and-services/public-safety-and-law/emergency-services>

<http://www.alcohol.gov.au/>

<http://goodsports.com.au/>

<http://www.health.gov.au/>

<http://www.nationaldrugstrategy.gov.au/>

<http://www.health.gov.au/internet/main/publishing.nsf/Content/Illicit+Drugs-3>

Accountable Officer: Chief of Joint Capability

Policy Officer: Head Reserve and Youth Division