



# **New Zealand Young Farmers National Drug and Alcohol Policy**

## **A. Policy Statement**

New Zealand Young Farmers (NZYF) is committed to ensuring the health and safety and wellbeing of all members, stakeholders and associates. NZYF recognises the risks that may be caused by the abuse or misuse of alcohol, drugs and other altering substances.

NZYF does not condone the misuse of drugs or alcohol. The focus of this policy is to balance disciplinary action with support of any member who may find themselves in a position where they are abusing or misusing alcohol or drugs.

This is a general health, safety and wellbeing statement of how all events which include alcohol should be managed within the discretion of the club, district or region hosting them.

## **B. Inductions**

All NZYF staff and members should understand and have access to this policy.

All health and safety officers of NZYF should promote the policy and ensure that all events which include alcohol consider this policy as a part of their health and safety protocols along with event safety plans and the other safety protocols in NZYF.

In order to successfully implement this policy the NZYF Board, National Committee and Regional Committees should review this policy regularly

## **C. Alcohol Policy Statement**

NZYF acknowledges that it operates in an environment where young people may wish to experiment with alcohol. However, NZYF has a duty of care to all its members and those people participating in our events. It is acknowledged that in certain circumstances alcohol can harm the health, safety and wellbeing of the NZYF community. The aim of this policy is to limit the negative effects that alcohol may have.

## **D. Health and Safety with Alcohol**

There are certain circumstances where alcohol is inappropriate. Alcohol can reduce a person's ability to work safely by negatively affecting their alertness, nervous system, coordination, concentration and impede the persons judgment. Alcohol must not be consumed in any circumstances when a person is to operate any machinery, plant or gun as a part of any event.

If NZYF clubs, districts or regions host events where alcohol is sold or consumed, it is good practice to follow these steps:

- Identify the members present who are under the legal age of consumption of 18 years old. If the member supplying the alcohol is unsure of the persons age, they should seek government issued photo identification to confirm the attendees age.
- Water should be provided free of charge.

- Taxis or sober drivers should be available.
- Have at least one delegated sober host to ensure that all members and associates are safe (the Emergency Controller).
- If a member overindulges in alcohol at a NZYF event they should not be served any further alcohol. Friends/senior members of the NZYF Club should assist the Emergency Controller in monitoring the person concerned to ensure that they do not cause injury to themselves or to others whilst under the influence of alcohol.
- A range of food must be available at all times. This should include at least three types of substantial food e.g. pies, nachos, pizza, sausage rolls. The food must be reasonably priced and be readily available in a reasonable amount of time.

If a NZYF member repeatedly overconsumes alcohol at NZYF events and/or causes an issue at a NZYF event due to the overconsumption, misuse or abuse of alcohol then the person who identifies the issue should notify the chairperson of the Regional Committee (the "RC"). The RC should follow the Process outlined in part H of this policy.

### **E. Drug Policy Statement**

NZYF recognises and acknowledges that it is illegal to consume or supply any illegal drug, and has a zero tolerance policy for drugs at its events. NZYF strives to have a safe environment free from illegal or harmful substances.

NZYF also identifies that the use of legal highs continues to rise rapidly. NZYF also recognises that some legal highs may be mind altering or harmful to members or associates.

Drug misuse should be addressed wherever possible through reducing the risk to the individual concerned. It should not necessarily be addressed by a knee-jerk reaction to the illegal activity.

### **F. Health and Safety with Drugs**

Where a person is found to be using or in possession of drugs at an NZYF event they should be asked to stop. If they refuse or continue to use the drug they should be asked to leave and offered help if required.

The club chairperson should follow up with the member after the event to discuss:

- That drugs are not allowed at NZYF events and why
- Provide information about the effects of drugs
- Help them access support services
- Encourage them to discuss their problems with their parents, and/or a support person

If any person at any NZYF event is found to be supplying or dealing any illegal drugs at any NZYF event, they risk being expelled from NZYF (as per the Process). They should be removed from the event immediately, and if they refuse to leave, then the Police should be informed immediately.

If any person becomes aggressive or agitated in the opinion of the Emergency Controller they should notify the Police immediately.

If a social event is hosted where members and other participants may be coming to the event, then it should be stated as a condition of entry that all participants in the event including members may have their bags or possessions searched on entry, or by the Emergency Controller at any point.

## **G. Personal behaviour policy**

It is possible that a member or participant at a NZYF event may be under the influence of drugs and/or alcohol and this may result in disruptive behaviour that could be detrimental to themselves or NZYF members.

In such instances, it is appropriate to remove the individual from the event itself in the interests of their own and others' safety. Appropriate action in this instance may be to arrange for the NZYF member to be escorted home, or a support person, or other person (including the Police if necessary) may be called to collect.

The following behaviours are unacceptable at any NZYF event: offensive, threatening or intimidating behaviour, aggressive or violent behaviour, and sexual or otherwise harassing behaviour. This behaviour will result in the immediate removal of the person. It is the responsibility of the Emergency Controller to ensure any person engaging in this behaviour is removed by security and/or the police if necessary.

## **H. The Process**

In developing this process we have attempted to balance that in circumstances where a NZYF member is proven to be taking drugs or repeatedly overindulging in alcohol and/or engaging inappropriate behaviour due to drugs or overindulging in alcohol that member may be vulnerable and at risk, and may require support rather than isolation and/or banning from the organisation.

If there is an issue arising from a members repeated abuse of substances (the "Member") the following process should be followed:

- 1 The person who has identified the issue (whether or not a member of NZYF) should contact the RC.
- 2 The RC should exercise their discretion to determine if a formal process needs to be commenced, or if the matter can be dealt with informally.
- 3 Note, if the complainant has raised issues regarding violence or safety of the Member or other members, then a formal process should be commenced. If repeated complaints are made, then a formal process should be commenced.
- 4 *Informal process* – An informal process would involve the RC and other appropriate NZYF leaders (being other senior members) discussing the issues with the Member and explaining why their conduct is not appropriate. It may also include advising that if the behaviour continues then a formal process may need to be followed.
- 5 *Formal process* - If a formal process is followed then, the RC should obtain a written statement from the complainant, then the RC should contact the Regions Board Delegate (RBD) and provide them a copy of the complaint.
- 6 The RC and RBD should convene a meeting with the Member to discuss the allegations and issues that have presented themselves, the conduct being unacceptable, and that it will need to be monitored moving forward. The Member must have a chance to prepare and respond to the allegations and discuss them with the RC and RBD. The Member may have a support person at the meeting.
- 7 If the RC and RBD determine (and if they cannot agree, in discussion with the Chairperson of the Board of NZYF) a support plan can be put in place for the Member. This support plan should include monitoring, counselling, and ongoing support if necessary. The support plan will be different for each instance where this is required and

it is in the discretion of the RC and RBD to determine what is necessary in the circumstances in consultation with the Member.

- 8 The RC should carefully monitor the Member and ensure that support plan is being followed. If the Member is unable to follow the support plan and/or continues to engage in destructive behaviour, either the RC or the RBD can elect to place the Member through the investigation and disciplinary process outlined in Article 15 of the NZYF constitution.
  
- 9 The RC and RBD should never agree to absolute confidentiality. In line with safeguarding guidance, it should be made clear that conversations will be kept confidential unless there is a risk that the to the health or safety of the Member.
  
- 10 If the RC and RBD determine it is appropriate, then they can conclude the formal process in their absolute discretion.

This policy will be adopted as a standing order.