

# **Substance Misuse Policy – Supplementary (Training Courses)**

## **Policy Text**

This policy covers instructors/assessors and learners on training courses provided by YWT.

This policy must be read in conjunction with the [YWT Substance Misuse Policy](#), which takes precedence over this policy in the case of any contradictions.

Yorkshire Wildlife Trust policy is that during training courses or assessments Learners/Instructors/Assessors, employees or any other individual involved in training or assessment delivery, must be free from the influence of both illegal drugs and alcohol to ensure the health, safety and welfare of other Learners and others with whom they come into contact with.

In addition, Learners/Instructors/Assessors, employees or any other individual involved in training or assessment delivery, need to –

- Ensure they are aware of the side effects of any prescription drugs
- Advise Yorkshire Wildlife Trust, or the Instructor/Assessor immediately of any side effects of prescription drugs, which may affect their concentration, performance or the health, safety and welfare of themselves or others. For example, drowsiness.
- All Learners, Instructors/Assessors, employees or any other individual involved in training or assessment delivery will be treated consistently and fairly in line with this policy.
- The rules on alcohol and drugs will be strictly enforced.
- If a learner, Instructors/Assessors, employee or any other individual involved in training or assessment delivery is found to be under the influence of illegal drugs or alcohol before or during a course they will be asked to leave the course immediately.
- In the case of a learner being asked to leave a course due to breach of the Substance Misuse Policy, the student shall be treated as absent from the course without notice. This absence may disqualify the learner from completing the course & receiving the course certificate according to that course's attendance requirements.
- If asked to leave a course, the learner shall receive written notice from YWT of the incident, including if/when they may return to the course and if their absence has disqualified them from receiving the course certificate.