

INTO Accommodation Services

Misuse of Substances Policy in INTO-owned and Managed Accommodation

Purpose statement

INTO encourages residents to live a healthy lifestyle. Our policy aims to inform, educate and support you should drugs and alcohol affect you whilst living in INTO or University-owned and Managed Accommodation.

Applicability and scope

This policy applies to all residents in INTO Newcastle University LLP or Newcastle University-owned and Managed Accommodation and your guests. The Misuse of Substances Policy deals with the consequences of incidents that happen when illegal/psychoactive substances, alcohol and smoking are involved. This includes possession, use and sharing drugs with your friends and guests within the accommodation and grounds.

The supply or manufacture of drugs is treated very seriously by INTO and includes giving or sharing illegal substances. The manufacture and supply of psychoactive substances (legal highs) is also illegal and is included in this policy.

Medication prescribed by a doctor is exempt from the policy.

Definition

Drugs/Illegal Substances: Illegal drugs which have limitations on their ownership or use meaning you are not allowed to have them. A drug is any chemical that affects the human body or mind when it is swallowed, inhaled, or consumed in another way. This includes, but is not limited to cannabis, mephedrone (MCAT), heroin, crack cocaine, MDMA, amphetamines (speed), ketamine and ecstasy.

Psychoactive substances: also known as legal highs, are substances with stimulant or mood-altering properties which affect your mental functioning or emotional state. This includes, but is not limited to nitrous oxide.

Alcohol: a colourless volatile flammable liquid produced by the natural fermentation of sugars and is the intoxicating element of wine, beer, spirits, and other drinks.

Tobacco: a substance smoked in cigarettes and pipes that is prepared from the dried leaves of the tobacco plant.

Our responsibilities

- INTO has a legal obligation to ensure that illegal substances are not found or used on our premises
- To inform you of the consequences of possessing or taking illegal or psychoactive substances within University accommodation. This includes:
 - The health risks
 - The legal position and Police involvement
 - The academic consequences
 - Possible expulsion from accommodation and INTO
- To support and advise you if you are affected by illegal or psychoactive substances
- To protect residents from anti-social behaviour caused by illegal substances, psychoactive substances and alcohol use
- To protect residents from the effects of illegal or psychoactive substances use
- To educate you about responsible drinking and if available offer alcohol free accommodation
- To encourage a healthy lifestyle
- To promote a smoke free environment as part of INTO Smoke Free Campus

Your responsibilities

- Not to take illegal or psychoactive substances within University-owned and Managed Accommodation
- Not to give or share illegal or psychoactive substances with friends or guests, as this is classed as dealing even if no money changes hands
- Not to expose your flatmates to the effects of illegal or psychoactive substances within University owned and Managed Accommodation
- Not to bring INTO, it's reputation and legal position into question by using illegal or psychoactive substances
- To drink responsibly and not behave in an antisocial manner
- To smoke in external designated areas only and not within our accommodation. This includes the use of E-cigarettes

Disciplinary process and outcomes

Illegal Substances and Psychoactive Substances

If illegal or psychoactive substances are found on you, in your room or flat, or you are present at an incident involving illegal or psychoactive substances, you will be required to attend a disciplinary investigatory meeting with an Accommodation Officer / Assistant Residences Manager. Estate Security/INTO staff will provide body worn video to assist with the investigation where available.

Alleged involvement in the supply or manufacture of illegal or psychoactive substances will be treated very seriously. Your case will be dealt with initially by Student Progress Service and probably passed to a Student Disciplinary Committee.

If you are found guilty it is likely that you will face eviction from accommodation and, quite possibly, expulsion from INTO.

Alleged possession or use of illegal or psychoactive substances (or even presence at an incident involving these substances) will also be treated seriously and may be dealt with by Student Progress Service in some circumstances.

If you receive notice to attend a disciplinary investigatory meeting or disciplinary meeting you should make this a priority. If you fail to engage with the disciplinary process, then a higher sanction may be imposed. An authorised person or disciplinary committee will hear the evidence and, if you are found guilty, a sanction will be applied according to the Student Disciplinary Procedures. Common sanctions are:

Possession, use of, or present at an incident involving illegal substances or psychoactive substances

One or more of: Charge of up to £100, termination of your accommodation contract, expulsion from INTO (depending on the circumstances)

Supply or manufacture of illegal substances or psychoactive substances

Termination of your accommodation contract and expulsion from INTO

Depending on the circumstances the Police will be involved and legal penalties imposed by them are in addition to the outcomes above.

Antisocial Behaviour

Antisocial behaviour caused by excessive alcohol/substance misuse will be investigated in accordance with Student Disciplinary Procedures for Residences and may be subject to the following disciplinary charges:

Dangerous behaviour £100

Vandalism/abuse of facilities £50 + cost

Responsibility for significant disturbance to members of the public or damage to public property £30 - £200

Anti-social behaviour (noise disturbance between 23:00 and 07:00 witnessed by Estate Security) £30 - £200

Smoking

Smoking within INTO/University owned and managed accommodation is not permitted and will be subject to the following Charges:

Smoking in Residences £50.00

Misuse of fire systems and equipment provided for the purpose of detection, prevention, safety or firefighting, eg covering smoke detector £50.00-£100.00

Action leading to Fire brigade attendance or evacuation of a block or staircase £100.00

*Where applicable can be added to the Smoking in Residences charge, eg Smoking in residence and covering the smoke detector £100 plus £50-£100.

(These charges may differ if residing in Newcastle University accommodation)

You should be aware that persistent breaches of the Student Disciplinary Procedures for Residences may lead to referral to Student Progress Service and consideration under the full Student Disciplinary Procedure.