School environment and ethos

	Not at all	Room to improve	Achieving	n/a	Date for review
Does the policy provide some background information or a rationale for why it has been developed?	☐	☐	☐	☐	
Does the policy clearly state its intended aims and objectives?	☐	☐	☐	☐	
Does the policy incorporate a whole school approach when responding to alcohol and other drug use?	☐	☐	☐	☐	
Does the policy utilise the principles of harm minimisation?	☐	☐	☐	☐	
Does the policy value school connectedness when responding to alcohol and other drug incidents?	☐	☐	☐	☐	
Does the policy address all substances, including legal, illiegal, herbal, over the counter?	☐	☐	☐	☐	
Does the policy have a response to external presenters/agencies?	☐	☐	☐	☐	
Is the policy presented in language that is easily understood by the whole school community?	☐	☐	☐	☐	
Does the policy acknowledge the diverse range of students within the school community and promote cultural awareness?	☐	☐	☐	☐	
Were all groups within the school community involved in the development of the policy?	☐	☐	☐	☐	
Is the policy consistent with relevant state or federal government department policy/guidelines?	☐	☐	☐	☐	
Has the policy been clearly communicated to all school community members?	☐	☐	☐	☐	
Has the policy been reviewed recently (i.e. within the past 12 months)?	☐	☐	☐	☐	
Is there a process for measuring the impact of the policy?	☐	☐	☐	☐	

Classroom alcohol and other drug education

	Not at all	Room to improve	Achieving	n/a	Date for review
Is the alcohol and other drug classroom education program …					
evidence informed?	☐	☐	☐	☐	
embedded within a whole school approach?	☐	☐	☐	☐	
culturally appropriate, targeted and responsive to local needs?	☐	☐	☐	☐	
located within a curriculum framework that is timely and developmentally appropriate?	☐	☐	☐	☐	
delivered or co-delivered by teachers?	☐	☐	☐	☐	
focused on skill development?	☐	☐	☐	☐	
interactive?	☐	☐	☐	☐	
Does the alcohol and other drug classroom education program …					
have clear educational outcomes?	☐	☐	☐	☐	
recognise risk and protective factors?	☐	☐	☐	☐	
promote positive relationships?	☐	☐	☐	☐	
include credible and meaningful learning activities?	☐	☐	☐	☐	

Managing alcohol and other drugs

Is there a policy around …	Not at all	Room to improve	Achieving	n/a	Date for review
storing medications safely?	☐	☐	☐	☐	
alcohol and other drug use by adults at school events?	☐	☐	☐	☐	
managing alcohol and other drug related incidents in the school environment? (including school trips and events)	☐	☐	☐	☐	
responding to media enquiries related to alcohol and other drug incidents?	☐	☐	☐	☐	
confidentiality for students?	☐	☐	☐	☐	
offering support to young people and their families?	☐	☐	☐	☐	
debriefing and reflection with students/staff after a school alcohol and other drug incident?	☐	☐	☐	☐	
managing personal disclosure?	☐	☐	☐	☐	
training for new staff?	☐	☐	☐	☐	
Are there any other ways your school could provide a more safe and supportive environment?	☐	☐	☐	☐	

Partnerships	Not at all	Room to improve	Achieving	n/a	Date for review
Have partnerships with local community support services been identified and cultivated?	☐	☐	☐	☐	
Have partnerships with culturally appropriate services relevant to your school been identified and cultivated?	☐	☐	☐	☐	
Do local services participate collaboratively in school activities?	☐	☐	☐	☐	