

DRIVER DRUG AND ALCOHOL POLICY



Help for non-English speakers

If you need help to understand the information in this policy please contact [Rubicon Outdoor School](#).

PURPOSE

Rubicon Outdoor School is committed to the safety of all persons driving or travelling in a school registered vehicles. The Safety Acts of 2009 and its associated regulations (Bus Safety Act, Road Safety (Vehicles) Regulation and Road Safety (Drivers) Regulation) implemented in Victoria aim to provide the safe operation of vehicles on Victorian roads. The school aims to include obligations relating to drug and alcohol management.

SCOPE

A driver must not have alcohol present (BAC 0) in his or her blood or breathe immediately before or whilst driving a school vehicle. A driver must not be impaired by drugs or medication/s, whilst driving a school vehicle. These substances can remain in the system and impair judgement long after the substance is taken.

What is a drug?

A drug is any substance (other than alcohol) that when consumed, deprives the person of normal mental or physical faculties (whether permanently or temporarily). In the context of bus safety workers (for example), this includes drugs that affect:

- mental alertness
- vision
- coordination
- reaction to situations

These effects can increase the risk of mistakes or cause an incident or accident. The broad definition of drugs means that they include prescription medicine, over-the-counter medicine, common tranquilisers or stimulants, herbal remedies, or illicit drugs.

POLICY

At the start of employment, (or upon gaining appropriate qualifications), staff will register that they have read and understood this policy.

Staff will sign a Driver Awareness Record to confirm they have read and understood the Rubicon Outdoor School Driver Awareness requirements.

A person who drives a school vehicle must have and provide to the school a copy of their current relevant Licence/s.

Drivers must advise the school immediately if they no longer hold a current Drivers Licence or if it may be revoked/suspended.

Drivers must complete the Vehicle Log Sheets for each and every trip and comply with any other relevant legislation, this includes maintaining and maintaining their Heavy vehicle log books when required.

COMMUNICATION PLAN

This policy will be communicated to our school community in the following ways.

- Included in Rubicon Outdoor School staff and visiting school staff induction processes.
- Discussed at staff briefings or meetings, as required.
- Included in our staff handbook.

FURTHER INFORMATION AND RESOURCES

[Bus Safety Act 2009 \(Vic\)](#)

www.transportsafety.vic.gov.au

[Roads Management Act 2004](#)

[Transport Integration Act 2010 and the Public Administration Act 2004](#)

[Road Safety \(Vehicles\) Regulations 2021](#)

[Road Safety \(Drivers\) Regulations 2019](#)

REVIEW AND APPROVAL

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Endorsed on	October 2022
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