

Drugs and alcohol policy

Our Aim

CANDI is committed to providing the best possible support and outcome for its staff, volunteers and all service users. Such support will be provided as and when necessary, also working with partner agencies to ensure the best possible outcome for individuals seeking support with issues around drug and alcohol dependency.

Our Policy

Our policy is to ensure that drugs and alcohol problems are dealt with effectively and consistently so that everyone is protected and those affected are encouraged to seek help. We expect all of those to whom this applies to support this policy and in doing so comply with the rules below.

For the purposes of this policy, drug and alcohol problems are defined as those which incorporate a variety of behaviours caused by drugs or alcohol which may be problematic to the individual and/or to CANDI. in terms of safe and legal provision of services.

This policy applies to all of our employees, volunteers (including agency and self-employed), consultants and employees of other organisations when working on our sites and premises.

Professional assistance and support can be made available to those to whom this policy applies, and we would urge anyone who feels that they may have a drug or alcohol problem to come forward (with a friend or colleague) to discuss this confidentially with their relevant supervisor or manager.

Rules

- You must not be in possession of any illegal drugs or alcohol whilst working, volunteering, using our services, being present on our premises or during any other activity organised by CANDI.
- You must not under any circumstances be under the influence of drug or alcoholic substances whilst on our premises, or during any other activity organised by CANDI.
- Be aware that previously consumed drug or alcohol substances may affect your performance and behaviour, and you may still be considered to be under the influence.
- If you are on drugs for any medical reason, please inform your supervisor or manager at once.
- If your supervisor or manager believes that you are under the influence of drugs or alcohol whilst on our sites or premises, you will be asked to leave, having been advised of the support available to you and your rights in accordance with our disciplinary procedures.

Document control

Last updated	11 March 2025
Next review	14 March 2028