

Gravity Bar

Drugs Policy

Introduction

El Mono Entertainment Ltd the premises licence holders are a responsible employer and we take our obligations to our employees and customers very seriously. This is why we have set out this policy to help us to ensure the health, safety and wellbeing of our employees and customers in order to comply with our legal duties. The premises licence holder recognises and accepts that the use of non-prescribed drugs is not only dangerous but also illegal under criminal law.

- Section 2(2)(e) of the Health and Safety at Work Act 1974 places a duty on employers to provide a safe and healthy working environment.
- It is an offence to supply, produce or offer to supply or produce controlled drugs.
- The Misuse of Drugs Act 1971 makes it an offence for the occupier of premises to knowingly permit the production or supply of any controlled drugs or to allow the consumption of any controlled drugs on those premises.
- It is also an offence to aid or abet any of these offences.

Any reference in this policy to a non-prescription drug refers only to controlled or illegal substances and does not refer to medicines, supplements and similar substances that are legally and commercially available in the United Kingdom.

Aims of the policy

This policy aims to:

- Comply with the Company's legal obligations to provide a safe and healthy environment for all.
- Comply with all of the requirements imposed by law.
- Raise awareness of the dangers and penalties associated with the use of controlled drugs on the premises.
- Guarantee the right of all staff and customers an environment unaffected by controlled drugs.
- Provide support to staff whose lives are or who have been affected by the misuse of controlled drugs.

Health & Safety

Controlled substances often possess side effects that could not only adversely affect employees and customers. Employees should be aware that anyone under the influence of a controlled drug is a risk to everyone around them and should be alert to possible signs of drug abuse. Such indicators commonly include:

- Sudden changes in behaviour
- Confusion
- Irritability

- Fluctuations in mood and energy
- Glazed eyes

Employees must report any concerns they may have about a colleague or a customer displaying any or all of these symptoms to the DPS / Manager who shall inform the Police and log the event, but should not initially approach the person displaying the symptoms.

Prohibition

- No non-prescription drugs are allowed to be consumed in, or brought onto, company premises at any time by any person irrespective of their status in, or business with, the premises' management.
- The prohibition of non-prescription drugs extends to all activities carried out by staff and customers whilst they are on the premises. These activities include, but are not restricted to, driving on company business, when on call or standby duties or when on trips for company business, training or social events.

Disciplinary action for employees and customers

A breach of these rules will be defined as gross misconduct and it is likely that the employee in question will face summary dismissal and be reported to the Police.

Customers in breach of these rules shall face a ban from the premises and shall be reported to the Police.

Principles

- If an employee is diagnosed as having a drug related problem the employer / premises licence holder shall treat it as a health matter. This does not, however, excuse the employee from any of the disciplinary matters that may fall within the scope of the employer's disciplinary policy.
- All drug related issues shall be dealt with in a constructive and sympathetic manner and the person responsible for all such issues on the premises shall be the premises' manager, who shall also provide any interested employees with the details of where to seek further information and help.
- All requests for help shall be treated in the strictest confidence and all information gathered as a result shall be held in accordance with relevant data protection rules.
- The employer shall provide support to any affected employees and, where necessary, provide suitable treatment to be paid for by the employer. Where an employee agrees to follow a suitable course of action or treatment any disciplinary action may be suspended.
- The employer reserves the right to give affected employees lighter duties at the same rate of pay or require them to take paid leave if it is deemed appropriate.

- Following effective treatment and in the absence of any disciplinary action, the employer shall endeavour to return an affected employee to the same role previously fulfilled by the employee and where this is not possible to a suitable alternative.
- In the event that an employee following successful treatment for a drug related problem suffers a relapse, the employer shall not make / is under no obligation to make provision for any further treatment and the employee in question may face summary dismissal.
- Where it is considered that the working environment or culture is the cause or a contributor to a drug related problem, the employer shall take all reasonably practical steps to ensure a reduction of such problems.

Training for drugs awareness

- When an employee starts with the company the DPS / Manager shall undertake the initial drugs awareness training for the premises detailing what signs the new employee should look for in individuals to indicate who may be under the influence of illegal drugs.
- It is the aim of the company that all frontline employees shall obtain a drugs awareness qualification by an accredited body where available.
- A record shall be kept detailing all employees' training and qualifications. Each staff member shall be required to sign the record to the effect that they have seen and understood the drugs policy.