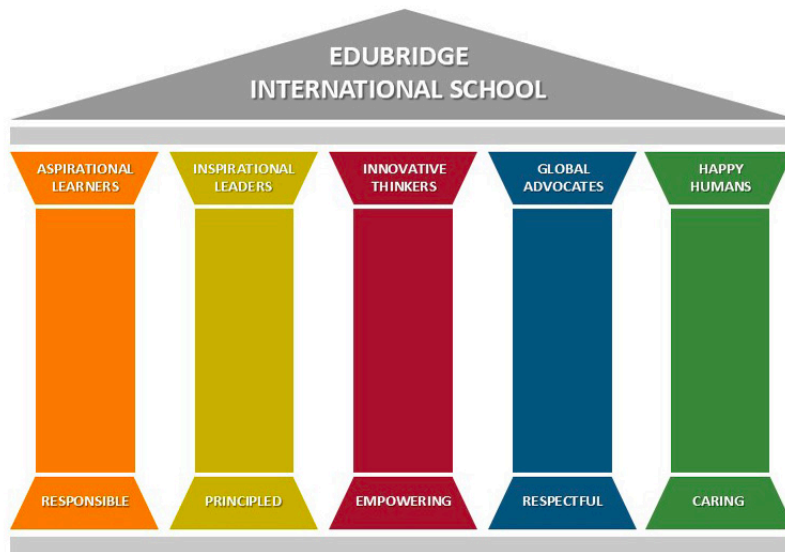




EIS Illicit Substance Use Policy 2023-24



GUIDING STATEMENTS

Our Guiding Statements are central to everything we do. That is to say, we use them as a compass to inform our aspirations, actions and decisions.

EIS Vision

*Aspirational Learners
Inspirational Leaders
Innovative Thinkers
Global Advocates
Happy Humans*

EIS Mission

*Providing well-being
and high-quality learning
in pursuit of varied success
and a better world for all*

EIS Core Values

*Empowering
Caring
Principled
Respectful
Responsible*



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1. Introduction

1.1 Purpose of the Policy

The school environment serves as a significant determinant for the behavioural norms adolescents adopt. Research indicates that students who perceive a caring disposition from their educators exhibit a decreased inclination for initiating substance use, encompassing marijuana, cigarette smoking, and alcohol consumption geared towards intoxication (*McNeely and Falci, 2004*). The establishment of positive relationships with teachers and counsellors holds paramount significance, particularly among school students, especially during middle school.

The use of psychoactive substances has harmful ramifications on their academic performance (*Sanders et al., 2001*). Students under the influence of these substances are at risk for long-term impairment of cognitive ability and memory (*Goode, 1971*). Illicit substance use is frequently associated with a lack of motivation, and self-discipline as well as reduced school attendance and high-risk behaviours (*Kenneth et al. 2002*).

EIS maintains a campus that is free from drugs, alcohol, and tobacco and is devoid of any social coercion to engage in such activities. By Indian law and the school's mission, EIS strictly prohibits the use of alcohol, tobacco, drugs, and other impairing substances on school premises and during school-related, sponsored, or sanctioned events or activities, irrespective of the location. Furthermore, any attire, accessories, or paraphernalia associated with or referencing impairing substances is expressly prohibited.

1.2 Objective of the Policy

The purpose of an illicit substance use policy is multifaceted, aiming to establish a comprehensive framework for addressing and managing issues related to the use of prohibited substances within the school. The primary objectives of this policy are:

Promoting a Safe Environment: EIS ensures the safety and well-being of individuals within the community by prohibiting the use of illicit substances, which can pose significant risks to the health and safety of individuals. The policy specifies standards of practice that all staff must uphold.

Compliance with Legal Requirements: This policy aligns with local, regional, and national laws and regulations about illicit substance use, thereby ensuring legal compliance. EIS implements

preventive measures and interventions to address substance abuse issues promptly, including early identification of at-risk individuals and providing appropriate support.

Protecting the Health and Wellness of Individuals: EIS safeguards the physical and mental health of individuals by discouraging the use of substances that can have detrimental effects on well-being. We ensure training students, parents and staff on the school's illicit substance use policy and safeguarding students.

Enhancing Educational or Workplace Performance: We recognize that substance use can impair cognitive function, attention, and overall performance, and aim to create an environment conducive to learning or productivity.

Establishing Clear Expectations: Communicating expectations and standards related to illicit substance use ensures that all members of the community are aware of the consequences of violating the policy. EIS defines our core beliefs and values in the context of harmful drug use, establishing a fair and consistent disciplinary framework for addressing violations of the policy, with a focus on rehabilitation and corrective measures.

Preventing and Addressing Substance Abuse Issues: We have preventive measures and interventions to address substance abuse issues promptly, including early identification of at-risk individuals and providing appropriate support. The policy focuses on developing SEL programmes and measures, aimed to educate students about the impact of drug use.

Periodic Review and Improvement: EIS has a mechanism for periodic review and improvement of the policy to ensure its continued relevance and effectiveness.

1.3 Legal and Ethical Framework

The framework for the policy is anchored in both federal and state laws, ensuring alignment with the broader legal context of the country or region.

At the federal level, laws such as the [Narcotic Drugs and Psychotropic Substances Act, of 1985](#), play a pivotal role in governing and controlling operations concerning narcotic drugs and psychotropic substances. This legislation criminalizes various activities related to these substances, including production, sale, purchase, and transportation. By incorporating these federal laws into the illicit substance use policy, EIS underscores its commitment to legal compliance and the promotion of a drug-free environment.

The legal framework also takes into account specific considerations related to the rights and protection of children, aligning with acts such as the [Juvenile Justice \(Care and Protection of Children\) Act, 2015](#). Emphasizing rehabilitation over punitive measures, this act is particularly relevant to addressing substance abuse issues among students. The policy acknowledges the vulnerability of juveniles and ensures that the approach to illicit substance use is not only legally sound but also ethically aligned with the principles of child welfare and protection.

The ethical considerations embedded within the illicit substance use policy for schools reflect a commitment to fostering a compassionate, supportive, and inclusive learning environment.

Child Rights and Well-being: The policy prioritizes the rights and well-being of children. Ethical considerations include a commitment to creating a safe and supportive environment that promotes the holistic development of students.

Confidentiality and Privacy: The policy emphasizes the importance of maintaining confidentiality and respecting the privacy of individuals, especially students. Any testing or intervention should be conducted with sensitivity to these principles.

Collaboration with Parents and Guardians: Ethical considerations involve actively involving parents or guardians in the process, ensuring transparency and cooperation in addressing substance-related issues affecting students.

2. Definitions

2.1 Illicit Substances

Illicit substances refer to any [drugs](#), narcotics, or psychotropic substances whose production, sale, possession, or use is prohibited by the Narcotic Drugs and Psychotropic Substances Act, 1985, or any other relevant local, state, or national laws.

Impairing illicit substances include alcohol, tobacco, cannabis (marijuana); hallucinogens (LSC, psilocybin mushrooms); stimulants (e.g., cocaine, amphetamines, Ritalin); depressants (barbiturates); narcotics (opium, heroin); inhalants (nitrous oxide, rugby or other fume-producing substances, bangers, misuse of lighters, match sticks); anabolic steroids and other substances that may alter a person's ability to perform physically, intellectually, emotionally or socially.

2.1.1 Drugs

Non-medicinal mood-altering chemicals or herbs such as (but not limited to) stimulants, suppressants, marijuana, hashish, cocaine, LSD, amphetamines, barbiturates, hallucinogenic drugs or other narcotic substances or drug paraphernalia on school premises, trips, or at any school-sponsored events or while representing the school is prohibited.

2.1.2 Alcohol

The law in Maharashtra does not permit the consumption of alcohol by persons under the age of 25 years, with an exception for the consumption of beer by persons above the age of 21 years (on or off campus).

2.1.3 Smoking or Vaping

EIS is a tobacco-free campus. Sale, advertisement, promotion, distribution and use of any tobacco products, including cigarettes and vape by students, employees or visitors on school premises, trips, or at any school-sponsored events is prohibited.

2.1.4 Prescription medication

Prescription medicines, over-the-counter medications, and herbal or homoeopathic medications for personal use shall be allowed only under the supervision of school personnel, with written orders from a physician.

- Medicine brought to school by students must be reported to the school health clinic
- Medicine brought to school by students must be kept by the clinic during school hours
- Personnel that discover that a student has medicine must turn it over to the clinic (and parents must be informed)
- The transfer of legal prescription medicines between or among students, or their use by students other than those for whom they have been prescribed, is prohibited.
- Any member of the community who violates this policy will be liable to any further investigation.

2.2 Collusion

Members of the community (faculty, students, employees, visitors) in the presence of those who violate the above policies (e.g. being in the same room as someone with drugs, drinking or smoking) will be treated as though they have been consuming, with circumstances being given consideration.

2.3 School Premises

School premises include all physical areas owned, leased, or otherwise controlled by the school, including buildings, grounds, parking lots, and any off-site locations used for school-related activities or events.

2.4 School Events

School events encompass any activities organized, sponsored, or sanctioned by the school, whether on or off school premises. This includes but is not limited to extracurricular activities, field trips, sports events, and cultural programs.

2.5 Possession

Possession refers to the act of having physical control or custody over an illicit substance. This includes but is not limited to, having substances on one's person, in personal belongings, or in areas under the individual's control on school premises or during school events.

2.6 Use

Use involves the consumption or ingestion of any illicit substance, irrespective of the method (e.g., smoking, ingesting, inhaling). This includes any act that results in the substance entering the body, leading to its physiological or psychological effects.

2.7 Distribution

Distribution refers to the act of transferring or providing illicit substances to others. This includes sharing, selling, or facilitating the passage of substances from one person to another, whether for monetary gain or otherwise.

2.8 Under the Influence:

Being "under the influence" indicates a state where an individual's physical or mental capabilities are visibly impaired due to the recent use of illicit substances. This includes observable signs such as altered behaviour, speech, coordination, or appearance that suggest the influence of substances.

3. Guiding Principle

All students, all members of staff and personnel within EIS, will be governed by this policy throughout the school day, whether representing the school, participating in any school activity, during and outside regular school hours, including break time and lunchtime, and even during commuting to and from school or while in the school uniform. This policy is also applicable to all individuals using the school premises.

The school aspires to create an environment where high-quality teaching and learning can take place. The Illicit Substance Use Policy is an integral component of our pastoral approach, contributing to the creation of a caring and supportive learning environment. Aligned with the school's mission, this policy, among others, asserts our commitment to safeguarding students by establishing specific standards of behaviour and prohibiting certain practices.

As a team, we aim to:

- Psychoeducate students about the harmful use of drugs and how it can have an impact on our overall well-being through the SEL programme
- Create a climate in which students feel safe to seek help for themselves or a friend
- Have protocols established to respond to students identified at risk of harmful drug use
- Arrive at a shared understanding that the entire school community is responsible for identifying and standing against peer pressure and coercion about drug use
- Provide support to parents in helping them educate, communicate and help their children about drug use
- Understand the difference between drug use and harmful use/ dependence/ addiction
- Raise awareness for staff related to policy regarding harmful drug use

4. Roles and Responsibilities

4.1 School Administration

Policy Oversight: The school administration is responsible for overseeing the implementation and enforcement of the Illicit Substance Use Policy.

Policy Development: The administration collaborates with educators, parents, and relevant stakeholders to develop and update the policy as needed, ensuring it aligns with legal requirements and best practices.

Training and Professional Development: Facilitates training sessions for school staff on recognizing signs of substance use, intervention strategies, and the consistent application of the policy.

Communication: Effectively communicates the policy to the entire school community, emphasizing its importance and commitment to a safe and drug-free learning environment.

Collaboration: Work collaboratively with teachers, support staff, and parents to address substance use concerns, ensuring a unified approach.

4.2 Staff and Pastoral Care Team

The relevant support systems of the school will be mobilized: HOS, Counsellors, School Nurses, Head of PHE, and Well-being Team Members.

Education and Prevention:

- Teachers integrate substance abuse education into the curriculum, emphasizing the risks associated with illicit substances and promoting a healthy lifestyle.
- They help recognize signs of substance use among students and initiate early intervention strategies, including referring students to appropriate support services.
- Teachers in their pastoral role may encounter changes in a student's behaviour and attitude on occasion or over some time.
- This may be for a variety of reasons and may not necessarily be indicative of substance misuse, however reporting to the counsellors is important.

Enforcement:

- Enforce the policy consistently and fairly, ensuring that consequences for violations are applied by the established procedures. Teachers maintain open lines of communication with parents, administrators, and colleagues regarding concerns related to student substance use.
- When considered necessary, legal advice will be sought. If illegal drugs/paraphernalia are found on the school premises, the school will/may contact Security about its safe disposal.
- It is the responsibility of the HOS to summon such persons as may be helpful to the issue.
- EIS also retains the right to seek a medical certificate of any student at any time, to indicate that they are drug-free and are not a threat to Health and Safety.

Professional Development:

- Participate in training sessions to stay informed about current trends in substance use and effective prevention strategies
- Teachers should always discuss any significantly altered behaviour or performance of a pupil with the Counselors who in turn report to the HOS.

Confidentiality:

- Adhere to strict confidentiality standards when dealing with students' substance use issues, ensuring privacy and trust.
- The role of the teacher carries a duty of care towards the pupil, which involves a degree of confidentiality. However, this does not preclude reporting a genuine suspicion or concern.
- The school may need to engage the expert assistance of an appropriate third party to properly investigate an incident.
- In the event of a media enquiry arising from an alleged substance abuse incident in the school, the school will undertake not to comment on any individual matter while an investigation is in progress other than to outline policy.
- However, in the interests of the school's reputation, The HOS/Board of Management may clarify the school's position regarding an incident after the investigation has been completely concluded.

4.3 Parents/Guardians

Communication: Actively engage in open communication with the school regarding their child's well-being and any concerns related to substance use.

Education: Parents should participate in parent education programs provided by the school to stay informed about the risks of substance use and ways to support prevention efforts at home. They should recognise that they are in partnership with the school about informing their children regarding substance use.

Collaboration: Work collaboratively with school personnel to address any substance use concerns involving their child, following established protocols for intervention and support. Parents are expected to acknowledge the importance of all school programmes that the school provides for the students. They should assist and cooperate fully with the school as it seeks to deal justly and effectively with any incidents that may arise.

Supportive Environment: Foster a supportive home environment that encourages open communication about substance use and promotes healthy decision-making. To assist the parents in their role the school will: Provide them with information on what is happening in the school regarding education programmes, encourage and welcome consultation with parents on the best use of available resources in the community to support the school in its programme and policy implementation.

5. Prevention and Education

5.1 Awareness Assembly

Counsellors conduct periodic awareness assemblies to disseminate key information about the risks and consequences of illicit substance use and promote adherence to the illicit substance policy. Topics covered include the consequences of substance abuse, real-life testimonials, and a succinct overview of the community's illicit substance policy.

The awareness assemblies include statistics, facts, and real-life stories to illustrate the impact of illicit substance use on individuals, families, and communities. Interactive elements, such as Q&A sessions and multimedia presentations will enhance student engagement and understanding.

5.2 Classroom Education

Integration of comprehensive substance abuse topics into the existing school curriculum. Students receive structured lessons covering the physical and mental health effects of illicit substances, strategies for resistance, and the importance of making informed choices. The policy establishes peer-led initiatives where older students educate and mentor younger peers on the risks of substance abuse.

Psychoeducational sessions on harmful drug use will be integrated into the social-emotional well-being curriculum for MYP 1 - DP 2. Reflective sessions explore the causes of drug dependence and addiction using the CASEL constituents of self and social awareness. Emphasis is placed on the impact of harmful use on individuals. The curriculum promotes healthier alternatives through self-management, relationship skills, and responsible decision-making.

5.3 Guest Speakers and Workshops

In the endeavour to combat illicit substance use, the inclusion of guest speakers and workshops in the policy stands as a dynamic and engaging strategy. This initiative involves inviting experts, such as healthcare professionals, addiction counsellors, law enforcement officials, and individuals with personal experiences, to share insights and knowledge with the community.

These guest speakers deliver impactful talks, shedding light on the realities of substance abuse and providing valuable perspectives. Complementing these talks are interactive workshops that equip participants with practical tools and strategies to resist and overcome substance abuse. The symbiosis of guest speakers and workshops creates a comprehensive learning experience, fostering a deeper understanding of the challenges posed by illicit substances and empowering individuals with the resources to make informed choices.

5.4 Support Services

The support services provided to students encompass confidential counselling sessions, offering a safe space for individuals to address their challenges and seek guidance. The counselling services include in-school counselling or a directory of mental health professionals working with clients with substance dependency.

Additionally, providing a list of external support groups, both for individuals in recovery and for family members, fosters a sense of community and shared understanding.

6. Detection and Reporting

6.1 List of violations

- Selling alcohol, tobacco, drugs and other impairing substances
- Distributing alcohol, tobacco, drugs or other impairing substances
- In possession of alcohol, tobacco, drugs or other impairing substances
- In the act of using alcohol, tobacco, drugs or other impairing substances
- Under the influence of alcohol, tobacco, drugs or other impairing substances
- In possession of paraphernalia associated reasonably with illegal impairing substance use
- Knowingly in the presence of students in the act of possessing, distributing, selling, or using alcohol, tobacco, drugs or other impairing substances, except when it is clear that

the student's presence is to intervene for safety reasons or against another's use of alcohol, tobacco, drugs or other impairing substances.

6.2 Signs of Illicit Substance Use

Behavioural Changes: Sudden and unexplained changes in behaviour, such as increased aggression, irritability, or a noticeable decline in motivation and enthusiasm.

Mood Swings: Rapid and extreme mood swings that are inconsistent with the individual's typical emotional baseline.

Academic or Work Performance Decline: Deterioration in academic performance, including a drop in grades, attendance issues, or a decline in productivity at work.

Physical Manifestations: Observable physical signs, such as bloodshot eyes, unexplained weight loss, or changes in personal hygiene and grooming habits.

Social Withdrawal: A sudden withdrawal from social activities, hobbies, or relationships that were previously important to the individual. Changes in Peer Group:

Secrecy and Deception: Increased secrecy or deception regarding one's activities, whereabouts, or personal belongings.

Financial Issues: Unexplained financial problems, frequent requests for money, or the disappearance of valuable possessions that may be sold or traded for substances.

6.3 Random Checking

EIS reserves the right to conduct random and ad hoc screening and detection programs for any member of the community. On Health and Safety grounds the HOS can request the student in question to surrender any suspicious substance and any paraphernalia associated with smoking and to cooperate in revealing the contents of bags, lockers, clothing and personal possessions and request the support of the parents if necessary.

Any substances found will be confiscated, sealed in a container in the presence of a witness, handed over to the Security or destroyed. All of this procedure will be maintained in a written record and the parents will be informed.

6.4 Random Testing

On campus, any member of the community believed to have broken the laws of the State of Maharashtra, the EIS Code of Conduct or any other applicable law may be asked to attend the medical centre for testing. Parental consent is required for student testing.

Failure to attend or to provide a specimen will be considered as evidence of consumption and the most serious consequences will be considered.

6.5 Reporting Procedures

Personnel must report actual or suspected use or possession of impairing substances by students to the HOS. All referrals are confidential.

Possession: If school personnel discover a student under the influence of an impairing substance and/or possessing, using, distributing or selling an impairing substance (or drug-related paraphernalia) then:

- The teacher or staff member must bring the student and any prohibited substances/paraphernalia to the HOS.
- The HOS will refer the student to the clinic for a judgment regarding the immediate medical needs of the student.
- The HOS will notify the parents, and if Indian law is violated then the school lawyer shall be notified (the decision on whether or not to contact law enforcement lies with the HOS and School lawyer)

6.6 Search and Seizure

Search for impairing substances may be conducted by the HOS/Health and Safety Manager when it is justified by the circumstances. A student's pockets, locker, car, backpack and other possessions may be searched by the HOS/Health and Safety Manager.

6.7 Confidentiality

At EIS, ensuring confidentiality is at the core of our commitment to creating a safe and supportive environment for our community. Here's how we prioritize confidentiality in our substance abuse detection and reporting procedures:

Privacy Assurance: At EIS, we prioritize respecting the privacy of individuals involved in potential substance abuse situations, ensuring that sensitive information is handled with the utmost care and discretion.

Anonymous Reporting: EIS recognizes the importance of providing individuals with options. Our reporting mechanisms include provisions for anonymous reporting, offering an additional layer of protection for those who may be hesitant to disclose their identity.

Limited Disclosure, Professionalism and Ethics: To maintain confidentiality, information related to substance abuse reports is disclosed only to those directly involved in the intervention process. We operate on a strict need-to-know basis. Our personnel adhere to the highest standards of professionalism and ethical conduct. This commitment is central to upholding the confidentiality of sensitive information throughout the reporting process.

Legal Compliance: EIS is committed to ensuring that all our reporting procedures comply with legal requirements and guidelines concerning the confidentiality of sensitive information related to substance abuse.

7. Disciplinary Actions

7.1 Consequences for violations

A student found guilty of violating the school's policy on alcohol, tobacco, drugs and other impairing substances, regardless of whether the violation takes place on school property shall be subject to the following consequences:

- The minimum consequence for a first offence is a 1-day at-home suspension
- The minimum consequence for a second offence is a 3-day at-home suspension
- The minimum consequence for a third offence is permanent suspension (i.e., either home-schooling or exclusion)
- The policy of EIS in all instances of a breach of the EIS Code of Conduct is to inform the National Committee and any drugs-related information to the Narcotics Control Bureau and the Police providing information about the situation.
- The Parents of the students who have committed any breach will also be informed.
- The Head of School will determine the course of action to be followed and will, where considered necessary, discuss this with the Task Force at school.

- The HOS shall also seek help from the Narcotics Bureau or the Anti-Drug Committee to determine the course of action to be followed upon a breach.
- Any offence related to alcohol, drugs or another impairing substance is not removed from the student's high school record at the end of a school year. Thus a student's first, second and third offenses could occur in different school years.

7.2 Expulsion Policies

In cases where a student's actions demonstrate a willful and serious breach of our illicit substance policy, expulsion may be considered. Expulsion is a measure taken with great care and consideration, reserved for situations where alternative interventions have proven ineffective, and the severity of the violation poses a significant risk to the individual or the broader school community.

Each expulsion case will be assessed individually, considering the unique circumstances surrounding the incident. We acknowledge the potential long-term impact of expulsion on a student's academic trajectory and personal development and strive to balance disciplinary measures with fairness and understanding. A thorough and impartial investigation will precede any expulsion decision, ensuring a comprehensive understanding of the circumstances.

Criteria for Expulsion

Repeated Violations: Expulsion may be considered for students who repeatedly engage in illicit substance use despite previous interventions and warnings.

Significant Threat: If a student's actions pose a significant threat to the safety, well-being, or academic environment of themselves or others, expulsion may be deemed necessary.

Illegal Activities: Involvement in illegal drug-related activities on or off campus may result in expulsion.

7.3 Legal Consequences

At EIS, we acknowledge the importance of aligning our policies with local, state, and national legal frameworks. Engaging in illicit substance use not only violates our school policies but may also have legal implications. Understanding the legal consequences is crucial for maintaining transparency and ensuring accountability in our school community.

Legal Implications

Reporting to Authorities: Instances of illicit substance use that involve illegal activities, such as possession, distribution, or trafficking, will be reported to the appropriate legal authorities by local laws.

Collaboration with Law Enforcement: EIS is committed to collaborating with law enforcement agencies in the event of illicit substance-related incidents, ensuring full compliance with legal investigations and proceedings.

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Period of Review: November 2023 - January 2024

Name of the Reviewer	Role
Ms Lajya Nayak	Whole school Socio-Emotional Counsellor & DP Psychology Teacher
Ms Apeksha Trivady	Whole school Socio-Emotional Counsellor & DP Psychology & TOK Teacher
Ms Sunita Agarwal	Well-being Coordinator
Extended Leadership team	All Coordinators, Head of School
Members of the Board	Co-founder, Director

