

<b>Policy Title:</b>	<b>SMOKING, ALCOHOL AND SUBSTANCE USE POLICY</b>	<b>Area of Responsibility:</b> <b>SENIOR VICE PRESIDENT, HUMAN RESOURCES &amp; FACILITIES SERVICES</b>
<b>Policy Section:</b>	<b>EMERGENCY RESPONSE AND HEALTH &amp; SAFETY</b>	
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### **3.15 SMOKING, ALCOHOL AND SUBSTANCE USE POLICY**

#### **1.0 Purpose**

St. Clair College values a safe and healthy working and learning environment. The College also values and encourages respect for fellow students and employees. Tobacco, cannabis and alcohol are all recognized as addictive substances and St. Clair College is committed to delivering programs and education aimed at providing awareness, addiction support and protection from the harmful effects of all substance use.

St. Clair College endorses policies and programs that promote responsible and educated choices and as such, while there are rules and sanctions outlined within this policy, there are also educational and support components.

The decision to smoke tobacco and/or consume alcohol or cannabis is a personal one. However, use of any of these substances while at the College has the potential to affect oneself and others in a negative way.

The College is committed to ensuring that all legal requirements are followed and to provide a safe educational and work place for all individuals. Therefore, the rules set out in this policy have the following purpose:

- Provide protection from environmental (second hand) tobacco smoke.
- Communicate alcohol, smoking and cannabis use restrictions.
- Outline substance cessation support and addiction assistance support for those who smoke, drink or use substances.
- Promote a smoke free and substance-free lifestyle.
- Facilitate the prevention of smoking and substance use.
- Prevent potential fire risks.
- Provide a clean and environmentally friendly campus.
- Ensure safety is maintained in all classrooms, labs, shops and workplace environments.

## **2.0     Application and Scope**

This Policy applies to all members of the College Community including but not limited to all: students, employees, faculty, contractors, visitors/guests, leasehold tenants and/or other persons on College Property or in the College Vehicles. This policy also applies to groups or persons renting St. Clair College facilities.

This policy does not apply to Nicotine-Replacement Products or treatments or the use of medicinal cannabis. Use of medical cannabis will be dealt with on a case-by-case basis and accommodated in accordance with the requirements of the Ontario *Human Rights Code*. Employees who require medicinal cannabis, or any other prescription drug that may cause impairment, should immediately advise their supervisor.

St. Clair College also recognizes and accepts that some traditional aboriginal events or ceremonies involve the use of smudge sticks or other materials as permitted under the Smoke Free Ontario Act, 2017. This policy does not apply to such events or ceremonies or the use of the Four Sacred Medicines.

## **3.0     Definitions**

College Community: refers to all students, employees, independent contractors, any individual or group carrying out College business and visitors to the College

College Property: includes any real property including grounds, buildings, structures and facilities which are owned or leased, or used under the aegis of the College. This includes all College residences.

College Vehicle: means any vehicle or conveyance operated by the College, including any vehicle owned by the College, rented, leased and/or licensed on a short-term or long-term basis by the College and/or any other consignment/assignment of such vehicle to the College.

Designated Smoking Area (DSA): is a clearly identified outdoor area on campus where smoking is permitted as determined by the College.

Electronic Cigarette: a vaporizer or inhalant—type device, whether called an electronic cigarette or any other name, that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user of the device directly through the mouth, whether or not the vapour contains nicotine (hereinafter referred to as “vaping”).

Enclosed Public Space: is the inside of any place, building, structure or vehicle that is covered by a roof with more than two walls and to which the public is ordinarily invited or permitted access, either expressively or by implication, whether or not a fee is charged for entry.

Enclosed Workplace: means an area that is worked in or frequented by employees during the course of their employment whether or not they are acting in the course of their employment at the time.

This includes any adjacent corridor, lobby, stairwell, elevator, cafeteria, washroom, or other common area frequented by such employees during the course of their employment.

Four Sacred Medicines: include tobacco, sage, sweet-grass and cedar. Such medicines are used for Aboriginal traditional ceremony and spiritual use.

Nicotine-Replacement Products or Treatments: are products that allow for the remedial administration of nicotine to the body by means other than tobacco, usually as part of the smoking cessation program.

Common forms are nicotine patches and gum which prevent cravings in smokers while allowing the individual to abstain from tobacco.

Smokeless Tobacco Products: is tobacco that is not smoked but used in another form such as chewing tobacco, snus or snuff.

Smoking: is defined as inhaling, exhaling, burning or carrying a lighted cigarette, cigar, pipe, hookah or other apparatus used to smoke tobacco or any other materials.

Liquor Licensed Areas: Areas where the consumption of alcohol are specifically permitted in the liquor license of the College, Student Government or by a Special Occasion Permit, expressly permitted by the Alcohol, Gaming Commission of Canada (AGCO).

## **4.0 PROCEDURE**

### **4.1 Alcohol, Smoking and Cannabis Use on Campus**

#### **4.1.1 Tobacco Smoking and Use of Electronic Cigarettes - Designated Smoking Areas (DSAs)**

Except in outdoor DSAs, smoking, use of Smokeless Tobacco Products (including Electronic Cigarettes) are prohibited everywhere on campus including:

- The inside of any College building, structure or facility (or any part of them) including the Student Residences;
- In any College Vehicle;
- Under any structure or facility (or part of them) covered by a roof or other structure that provides an overhead covering including an overhang, awning, etc. and more than two walls;
- At or near any College sports field; and/or
- Along smoke-free pathways.

#### **Designated Smoking Areas (DSAs)**

- Smoking and the use of Smokeless Tobacco Products (including Electronic Cigarettes) is only permitted in designated smoking areas (DSAs).
- DSAs will be marked by recognizable signage and shall be equipped with tobacco waste receptacles. Smokers must use the designated waste receptacles

provided for hygiene and safety purposes.

- Signs at building entrances and the main points of entry to the campuses shall indicate smoking is only allowed in DSAs. Other information entailing the closest DSA will be made available and posted in various locations throughout the College and online.
- DSAs are to be located away from the main building and away from any fresh air intakes, loading docks, flammable storage or other areas deemed by the College to be smoke-free.
- The College reserves the right to change the DSA locations, set up or orientation without notice and at any time.

#### 4.1.2 Cannabis

- St. Clair College is an educational institution and as such, recreational cannabis must not be used while on College Property.
- Students residing in College Residence(s) and who are of legal age are permitted to carry up to 30g of cannabis on their person, in a sealed and labeled container while in residence.
- Cannabis shall not be sold, grown, shared, traded or distributed on Campus Property by any individual or entity whether legal or otherwise.
- Cannabis reduces reaction time and slows down the brain. As such, cannabis shall not be used prior to a class, shop or lab, or where the safety of oneself or others could be jeopardized. Cannabis shall not be used by any employees before or during work hours, including during any unpaid or paid breaks or lunch periods.
- Many placements/articulation agreements require some form of drug testing. It is incumbent on the student to ensure that they are able to meet the drug testing requirements set out. If the student fails the drug testing, their placement opportunity will be jeopardized.

#### 4.1.3 Alcohol

- St. Clair College permits the consumption of alcohol on College Property in Liquor Licensed Areas only. Alcohol consumption shall not take place prior to a class, shop or lab where the safety of oneself or others could be jeopardized by the consumption.
- The sale of liquor on College Property in licensed areas is subject to the Ontario Liquor License Act and its regulations.
- The purchase, handling and sale of alcohol, beer and/or wine as well as all consumption of alcohol on College Property are governed by the Ontario Liquor License Act.
- Alcohol may not be served in public places without a liquor license or special occasion permit.
- Alcohol reduces reaction time and slows down the brain. As such, alcohol shall

not be used prior to a class, shop or lab, where the safety of oneself or others could be jeopardized. Alcohol shall not be used by any employees before or during work hours, including during any unpaid or paid breaks or lunch periods.

- Pub Managers, special event sponsors and residence event sponsors are required to document all incidents with Security.
- All events on College Property where alcohol is served shall be served by staff that trained in Smart Service and the event host must have and provide a copy of the insurance certificate covering the event.
- All events on College Property where alcohol is served shall arrange for a minimum of two (2) licensed and smart serve trained Security Guards, paid for by the event host organization as well as two (2) contract duty officers from the local Police detachment. The number of guards and officers will be evaluated for each event. If additional guards or officers are believed necessary by College officials, the event host will request and pay for the additional personnel.

## **4.2 Advertising and Promotion Ban**

- 4.2.1 St. Clair College prohibits the promotion, advertising or sale of any tobacco or cannabis products related paraphernalia on College Property.
- 4.2.2 In addition, corporate tobacco or cannabis sponsorship of College events or groups is prohibited.
- 4.2.3 St. Clair College and its employees and retailers operating in buildings owned, rented or leased by St. Clair College are prohibited from entering into contractual agreements with tobacco, cannabis or alcohol companies or companies that promote these substances.
- 4.2.4 No marketing practices may encourage increased consumption of alcohol, i.e., oversized drinks, double shots, drinking contests, volume discounts.
- 4.2.5 Advertisements for licensed events and locations are not permitted to
  - Promote tobacco or cannabis.
  - Blatantly promote alcohol as the focus of an event.
  - Imply that there may be excessive drinking involved or expected.
  - List prices of alcohol.
  - Target underage drinkers.
  - Picture alcoholic beverages.
  - Name specific brands.

## **4.3 Sponsorship of Alcohol on College Property**

Sponsorship issues include both the acceptance of funding and the provision of recognition. As with advertising, unrestricted sponsorship by alcohol manufacturers is inconsistent with the recognition of problems with students and alcohol.

The following policies are endorsed:

- 4.3.1 Sponsorship by licensed establishments, including on and off College Property pubs, is generally permitted in accordance with the Liquor License Act and the Alcohol and Gaming Commission of Ontario guidelines.
- 4.3.2 Sponsorship by alcohol manufacturers of safe-drinking programs is permitted, provided that the name of the safe-drinking program and its message take prominence over the name of the manufacturer.
- 4.3.3 Other sponsorship by alcohol manufacturers is not encouraged. Each application will be considered on its own merits and must have the full endorsement of the Director of Student Services.
- 4.3.4 Recognized College bodies may establish guidelines that are more restrictive than the above.

#### **4.4 Compliance and Sanctions**

- 4.4.1 Compliance with the rules set out for smoking (including Electronic Cigarettes), cannabis and alcohol consumption must be strictly adhered to for the safety of all individuals on College Property. A violation includes:
  - Smoking or vaping on College Property or using smokeless tobacco products outside of a DSA.
  - Smoking cannabis on College Property.
  - Selling, distributing, growing, sharing or trading cannabis on College Property, consuming alcohol outside of a licensed area on College Property.
  - Promotion or advertising alcohol (outside of guidelines), tobacco, Smokeless Tobacco Products or cannabis products on College Property or events.
  - Failing to use cigarette waste receptacles.
  - Being under the influence of alcohol or cannabis while at work or in class, shop or lab.
  - Causing a disturbance on College Property to others due to being under the influence of alcohol or recreational cannabis.
- 4.4.2 Sanctions for Non-Compliance will be implemented as warranted by the violation.
  - Employees are governed by the Ontario *Occupational Health and Safety Act*. As such, being impaired while at work is strictly prohibited as it causes an unsafe working condition for that employee and those in the workplace.
  - Employee sanctions will be dealt with under the Health and Safety Discipline Policy.
  - Students who attend classes, labs and shops are expected to be free of the influence of alcohol or cannabis. Students who do not follow the rules of this policy will be dealt with under the Student Code of Rights and Responsibilities.
  - If faculty believes a student to be under the influence of a substance, whether it is

alcohol, cannabis, prescription medication or any other substance, such that the student is either causing a disturbance or acting in an unsafe manner, the faculty shall remove the student from that class and request that the student meet with them outside of class, along with the Coordinator or Chair of that program.

- If a student refuses to leave, Security and/or the Police will be called to escort the student outside of the classroom environment.
- If a student is causing a disturbance in a public area, Security shall be called to deal with the student.
- In each case, a report will be written and the student may be subject to sanctions under the Code of Student Rights and Responsibilities.

## **5.0 Education and Support**

Employees and students can obtain information and support on smoking cessation resources in the Health Centre or by visiting the Health Services webpage.

Appendix A includes educational materials on reducing the risk associated with drinking. Appendix B includes educational materials on reducing the risk associated with cannabis.

## **6.0 References**

1. Residence Alcohol and Substance Use Policy
2. Health and Safety Discipline Procedure, 3.2
3. Code of Student Rights and Responsibilities, 7.1

### **Resources:**

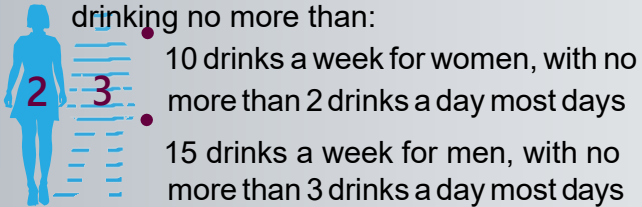
Windsor-Essex County Public  
Health Unit Chatham-Kent  
Public Health Unit  
GoodToTalk  
Ontario *Human Rights Code*  
Smoke-Free Ontario Act, 2017  
Ontario Occupational Health and  
Safety Act Ontario Cannabis  
Control Act, 2017

# For these guidelines, “a drink” means:



## Your limits

Reduce your long-term health risks by drinking no more than:



Plan non-drinking days every week to avoid developing a habit.

## Special occasions

Reduce your risk of injury and harm by drinking no more than 3 drinks (for women) or 4 drinks (for men) on any single occasion.

Plan to drink in a safe environment.  
Stay within the weekly limits outlined above in *Your limits*.

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## When zero's the limit

Do not drink when you are:

driving a vehicle or  
using machinery and  
tools

taking medicine or other drugs  
that interact with alcohol

doing any kind of dangerous  
physical activity

living with mental or  
physical health problems

living with alcohol dependence



pregnant or planning to be pregnant  
responsible for the safety of others  
making important decisions

## **Pregnant? Zero is safest**

If you are pregnant or planning to become pregnant, or about to breastfeed, the safest choice is to drink no alcohol at all.

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## **Delay your drinking**

Alcohol can harm the way the body and brain develop. Teens should speak with their parents about drinking. If they choose to drink, they should do so under parental guidance; never more than 1–2 drinks at a time, and never more than 1–2 times per week. They should plan ahead, follow local alcohol laws and consider the *Safer drinking tips* listed in this brochure.

Youth in their late teens to age 24 years should never exceed the daily and weekly limits outlined in *Your limits*.

# Safer drinking tips

- Set limits for yourself and stick to them.
- Drink slowly. Have no more than 2 drinks in any 3 hours.
- For every drink of alcohol, have one non-alcoholic drink.
- Eat before and while you are drinking.
- Always consider your age, body weight and health problems that might suggest lower limits.
- While drinking may provide health benefits for certain groups of people, do not start to drink or increase your drinking for health benefits.

Low-risk drinking helps to promote a culture of moderation.

CCSA wishes to thank the partners who supported development of Canada's Low-Risk Alcohol Drinking Guidelines. For a complete list of the organizations supporting the guidelines, please visit [www.ccsa.ca/Eng/topics/alcohol/drinking-guidelines/Pages/Supporters-LRDG.aspx](http://www.ccsa.ca/Eng/topics/alcohol/drinking-guidelines/Pages/Supporters-LRDG.aspx)

Visit our website to find out more!

**[www.ccsa.ca](http://www.ccsa.ca)**

**Reference:**

Butt, P., Beirness, D., Gliksman, L., Paradis, C., & Stockwell, T. (2011). *Alcohol and health in Canada: A summary of evidence and guidelines for low-risk drinking*. Ottawa, ON: Canadian Centre on Substance Abuse.

## Canada's Low-Risk Alcohol Drinking Guidelines

Drinking is a personal choice. If you choose to drink, these guidelines can help you decide when, where, why and how.



Canadian Centre  
on Substance Abuse



Canadian Centre  
on Substance Abuse  
Centre canadien de lutte  
contre les toxicomanies

Partnership. Knowledge. Change.  
Collaboration. Connaissance. Changement.

g people and knowledge together to reduce the harm of alcohol and other drugs on society. We partner with public, private and non-governmental organizations to improve the health and safety of Canadians.

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Cette publication est également disponible en français.

# Recommendations

- Cannabis use has health risks best avoided by abstaining
- Delay taking up cannabis use until later in life
- Identify and choose lower-risk cannabis products
- Don't use synthetic cannabinoids
- Avoid smoking burnt cannabis—choose safer ways of using
- If you smoke cannabis, avoid harmful smoking practices
- Limit and reduce how often you use cannabis
- Don't use and drive, or operate other machinery
- Avoid cannabis use altogether if you are at risk for mental health problems or are pregnant
- Avoid combining these risks

*Smoking, Alcohol and Substance Use Policy*

## Reference

Fischer, B., Russell, C., Sabioni, P., van den Brink, W., Le Foll, B., Hall, W., Rehm, J. & Room, R. (2017). Lower-Risk Cannabis Use Guidelines (LRCUG): An evidence-based update. *American Journal of Public Health*, 107(8). DOI: 10.2105/AJPH.2017.303818.

## Endorsements

The LRCUG have been endorsed by the following organizations:



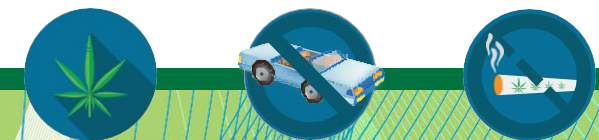
**camh**  
Centre for Addiction and Mental Health  
Centre de toxicomanie et de santé mentale



Canadian Centre  
on Substance Use  
and Addiction  
Evidence. Engagement. Impact.

Centre canadien sur  
les dépendances et  
l'usage de substances  
Données. Engagement. Résultats.

Council of Chief Medical Officers of Health (in principle)



Cannabis use is a personal choice, but it comes with risks to your health and well-being. Follow these recommendations to reduce your risks.

## Acknowledgment

The Lower-Risk Cannabis Use Guidelines (LRCUG) are an evidence-based intervention project by the Canadian

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CANADIAN RESEARCH  
INITIATIVE IN  
SUBSTANCE MISUSE

INITIATIVE CANADIENNE  
DE RECHERCHE  
EN ABUS DE SUBSTANCE

**camh**  
Centre for Addiction and Mental Health  
Centre de toxicomanie et de santé mentale

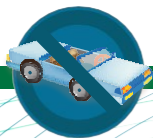
Research Initiative in Substance Misuse (CRISM), funded by the Canadian Institutes of Health Research (CIHR).

A longer evidence summary of the guidelines, aimed at health professionals, is available at [camh.ca](http://camh.ca).

# Health risks of cannabis use

There is strong scientific evidence that cannabis use is associated with a variety of health risks. The risks depend on your constitution, which kinds of cannabis products you use and how or how often you use them. Some of the main health risks are:

- **problems with thinking, memory or physical co-ordination**
- **impaired perceptions or hallucinations**
- **fatal and non-fatal injuries, including those from motor-vehicle accidents, due to impairment**
- **mental health problems and cannabis dependence**
- **chronic respiratory or lung problems**
- **reproductive problems.**



*Smoking, Alcohol and Substance Use Policy*

## Reducing health risks related to cannabis use

When choosing to use cannabis, you can actively take steps to reduce risks to your health. Below are 10 science-based recommendations for how to do so. These recommendations are aimed mainly at non-medical cannabis use.

### Cannabis use has health risks best avoided by abstaining

To avoid all risks, do not use cannabis. If you decide to use, you could experience immediate, as well as long-term risks to your health and well-being. Any time you choose not to use, you avoid these risks.

### Delay taking up cannabis use until later in life

Using cannabis at a young age, particularly before age 16, increases the likelihood of developing health, educational and social problems. Avoid cannabis use during adolescence. Generally, the later in life you begin to use cannabis, the lower the risk of problems.

### Identify and choose lower-risk cannabis products

High-potency cannabis products, with high tetrahydrocannabinol (THC) content, are more likely to result in harms. Some products contain a higher dose of cannabidiol (CBD), which counteracts some of THC's adverse effects. This means that products with high CBD-to-THC ratios reduce some of the risks. Know what you're using. Ideally, choose cannabis products with lower risk of harms.

### Don't use synthetic cannabinoids

Compared with natural cannabis products, synthetic cannabis products (e.g., K2 or Spice) can lead to more severe health problems, even death. If you use, give preference to natural cannabis products and abstain from synthetics.

### Avoid smoking burnt cannabis—choose safer ways of using

Smoking burnt cannabis, especially when combined with tobacco, can harm your lungs and respiratory system. Choose other methods, such as vaporizers or

edibles instead—but recognize that they also come with some risks. For example, edibles are safer for your lungs, but you may consume larger doses and experience more severe impairment because psychoactive effects are delayed.

If you smoke cannabis, avoid “deep inhalation” or “breath-holding.” These practices are meant to increase psychoactive experiences, but they increase the amount of toxic material absorbed by your lungs and into your body.

Frequent cannabis use (i.e., daily or almost every day) is strongly linked to a higher risk of health and social problems. Limit yourself—and ideally your friends or others you may be using with—to occasional use, such as on weekends or one day a week at most.

Driving while impaired by cannabis substantially increases your risk of being involved in a motor-vehicle accident resulting in injury or death. Don’t use and drive, or use other machinery. Wait at least six hours after using cannabis—or even longer if you need. Combining cannabis and alcohol further increases impairment, so be sure to avoid this combination if you plan to drive.

Some individuals should not use cannabis because of specific risk profiles. If you or an immediate family member has a history of psychosis or substance use disorder, your risk of cannabis-related mental health problems increases, and you should abstain from use. Pregnant women should not use cannabis because it could harm the fetus or newborn.

The more of these risky behaviours you engage in when using cannabis, the higher your risk of harms. For example, initiating cannabis use at a young age and smoking high-potency products every day puts you at much higher risk of both immediate and long-

term problems. Avoid combining these high-risk choices.