

ALCOHOL, TOBACCO AND OTHER DRUGS (ATOD) STAFF ORIENTATIONS

Per the legal requirement of Board Rule 4200:

“Schools shall provide an orientation for the entire school community on the program, its intent and ATOD issues in general.” No timeline, e.g., annually, is specified for offering Orientations. The Department of Education and the Alcohol, Tobacco and other Drug Education Advisory Group has identified this as an underutilized strategy for drug prevention in the state. The group recommends an annual staff update for all elementary, middle and high schools. School custodial, bus drivers, food service, paraprofessionals should be included when possible. The school principal with support from the Student Assistance Program counselor and/or Guidance Counselor will be encouraged to schedule annual orientations on-site.

Orientation: Critical Topics

The following objectives and topics are critical for annual staff updates/orientation sessions:

- ✓ Identify the impact of ATOD use on student learning and risk behavior
- ✓ Consider new trends in substance use and implications on their work with kids (brief)
- ✓ Review key findings from local YRBS results (brief)
- ✓ Provide an overview of the schools' *Alcohol, Tobacco and Other Drug Policy*
- ✓ Identify concerning behaviors that must be referred
- ✓ Review referral protocol and who issues should be addressed to (use “what if” scenarios applicable to elementary, middle, and high school settings)
- ✓ If applicable: Review new laws specific to school-age youth

Recommended handouts: School ATOD Policy

**Assistance for Alcohol, Tobacco and other Drug Education staff development is provided by: Center for Health and Learning (CHL) healthandlearning.org
Formerly: Green Mountain Training Center (802) 254-6590**