



ALBERT SCHWEITZER'S  
LEADERSHIP FOR LIFE™

# 12<sup>th</sup> Annual International Youth Leadership Conference

## Students

General Information

Tobacco, Alcohol and Drugs Policy and Guidelines

## General Information

### Accommodation

- Your key card will open the door to your dorm building, suite and bedroom only. You cannot gain access to any other blocks with your card.
- If you have any queries in relation to your accommodation, please direct them to Nancy Gutierrez or Victoria Kamouh.
- You can only leave the campus, if you are accompanied by a chaperone. Please let any of the volunteers know.
- You must not be alone at any time. You always have to be with your group.

### Catering

- All meals are served in the Phoenix Restaurant. Meal times are displayed on the schedule.
- Starbucks is located in the John Paul Library. There is also a Londis and Subway shop located in the John Hume Building on the North campus, should you require anything outside of main meal times. There is an Aldi Store directly across the road and The Manor Mills Shopping Centre is also located nearby. You must be accompanied by an adult.
- If using the cooking equipment in the apartments, please ensure you switch everything off prior to leaving the building.

### Health and Safety

- Emergency contact numbers are located on the reverse of your name badge.
- There is 24-hour security on campus. They can be contacted on 01-7083929. Please save this number in your phone.
- If you or any of the delegates has a medical query, please contact Nancy Gutierrez, Victoria Kamouh or your delegation's chaperone.

### Conference Facilities

- Any queries regarding the conference should be directed to Nancy Gutierrez and Victoria Kamouh who will direct your query to the relevant person.
- Wireless Internet is available throughout the campus.
- Ensure your phone is on silent during all speeches and workshops.

### Other Points

- If someone is not where they are supposed to be, you should ring them and remind them!
- Be respectful towards all delegates and all members of the leadership teams.
- Please keep noise to a minimum after midnight as people may be sleeping even if you are not! Please close the doors entering apartments quietly as they do bang loudly. Be mindful of others.

# Tobacco, Alcohol and Drugs Policy and Guidelines

## Tobacco (including E-cigarettes)

- ASLFL recognizes that some young people smoke and actively discourage smoking at all times.
- Smoking will not be permitted while workshops or formal presentations are in session.
- Smoking must be in accordance with legal regulations.
- **As common courtesy and to ensure a healthier smoke free environment for all those involved in the conference, we request all delegates, volunteers, staff and chaperones to refrain from smoking within 6m of the entrances to all campus buildings.**

## Alcohol

- Young people must not use, possess or supply alcohol at any time.
- If alcohol is found in a young person's possession, the following action will be taken in accordance with the Guidelines:  
**It will be confiscated and disposed. Chaperones will be involved in managing the situation. Parents will be contacted.**

## Illegal Drugs, Head Shop Drugs and Solvents

- Young people must not use, possess or supply any illegal drugs at any time.
- Young people must not misuse solvents at any time.
- Young people must not use, possess or supply any head shop drugs at any time.
- If a young person is found in possession of or under the influence of an illegal substance, head shop drug or solvents during the ASLFL Conference, the following action will be taken in accordance with the Guidelines:  
**The substance will be confiscated. Chaperones will be involved in managing the situation. Parents will be contacted. Illegal substances will be handed over to the Gardaí.**

## Over-the-Counter Drugs

- Volunteers and Staff cannot purchase or administer over-the-counter drugs for a young person during the ASLFL Conference. Anyone requiring such medication should be referred to Nancy Gutierrez and Victoria Kamouh, who will liaise with parents/chaperones before administering over-the-counter drugs.
- Delegates should not have potentially unsafe quantities of over-the-counter drugs in their possession during the ASLFL Conference.

## Prescription Drugs

- A delegate should have evidence of prescription for any prescription drugs in his/her possession. Details of administration should be on their medical information sheet signed by parents/guardians.
- Any concerns in relation to a delegate should be brought to the attention of Nancy Gutierrez, Victoria Kamouh, or your delegation's chaperone.
- Generally the responsibility is with the delegate to take their prescribed drugs and only with parental/medical consent should Volunteers or Staff remind a young person to take their prescription drugs.
- Only Nancy Gutierrez or Victoria Kamouh, subject to parental/medical consent, should store the required amount of prescription drugs for a delegate if necessary.