

Drugs Awareness — Staff Training Pack

About 30 minutes.

1. Why it matters (5 min)

- Knowingly permitting drug use or supply on the premises is a criminal offence for management, and turning a blind eye counts.
- The police can call the licence in for review. A review can cut the hours, impose conditions, remove the DPS or revoke the licence outright.
- A documented policy that staff follow is what shows we were managing it, not tolerating it.

2. Recognising the signs (10 min)

Where	What to look for
At the door	Extreme agitation or drowsiness, pinpoint or very dilated pupils, sweating heavily in the cold, jaw clenching, incoherence not explained by alcohol
In the venue	Groups repeatedly using the toilets together, brief exchanges by the door, one person collecting money from several others, customers not drinking but staying for hours
In the toilets	Powder residue on cisterns or ledges, rolled notes, small self-seal bags, burnt foil, cut straws, tampering with fittings
Behind the bar	Customers asking staff for substances, unfamiliar people asking to speak to 'someone', drinks left untouched

3. What to do, and what NOT to do (10 min)

- Do not confront alone. Tell a manager or the door team first.
- Do not search a person yourself unless you are trained, authorised and it is done under DAP-05.
- Do not put your hands into pockets or bags. Sharps injuries are a real risk.
- Do not flush, bin or otherwise dispose of any substance. It goes into the secure container and to the police.
- Do record it. Every incident, in the register, the same day.
- Do call an ambulance immediately if someone is unwell. Tell the crew exactly what you think was taken. Nobody will be prosecuted for getting help and the priority is the person's life.

4. Medical emergency (5 min)

- Call 999 first. Do not wait to see if they improve.
- Move them somewhere cool and quiet, stay with them, do not leave them alone.
- If unconscious and breathing, recovery position. If not breathing, CPR.
- Give the ambulance crew everything you know, including anything found nearby.
- Record it in the register afterwards and notify the DPS.

Trainer	Date	Duration	Location

Scope and limitations — read before use

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