P10 Alcohol and drug use

Effective date: November 1, 2026.

Purpose and Scope

Canadian Aviation College (CAC) is committed to upholding the highest safety standards as mandated by Transport Canada regulations. This policy outlines CAC's zero-tolerance stance on alcohol and drug use, while providing clear procedures for reporting, self-disclosure, and disciplinary actions.

This policy applies to all students enrolled in CAC's Career and Recreational Programs.

Zero Tolerance for Alcohol and Drug Use

The use, possession, or influence of alcohol, cannabis, or non-prescribed controlled substances is strictly prohibited:

On CAC premises.

During any CAC training activities (ground or flight).

At CAC-hosted or CAC-related events.

When representing CAC in any official capacity.

Any student found under the influence of drugs or alcohol while engaged in training activities will face immediate suspension pending investigation.

Self Disclosure and Support

CAC encourages students who recognize they may have a substance-related issue to proactively seek assistance before it impacts their training or safety.

Students who voluntarily disclose substance use concerns to Bote Sha, CFI will not face immediate disciplinary actions.

CAC will provide support by:

Referring students to external counselling or addiction support services.

Developing a structured plan for safe return to training, which may include temporary leave.

Self-disclosure must occur prior to any incident or safety violation to qualify for this supportive approach.

Reporting Suspected Impairment

All students and staff have a duty to report suspected impairment in any training environment.

Reports can be made confidentially to Bote Sha, Chief Flight Instructor (CFI).

CAC reserves the right to:

Remove a student from training sessions immediately if impairment is suspected.

Conduct an internal investigation.

Require documentation (e.g., medical clearance) before a student is permitted to resume training.

Prescription Medications

Students using prescribed medications that may affect cognitive, or motor functions must:

Inform Bote Sha, CFI in advance.

Provide medical documentation confirming fitness to train.

Failure to disclose impairing prescriptions will be treated as a policy violation.

Disciplinary Actions

Violations of this policy will be addressed in alignment with CAC's Dismissal Policy:

First Violation: Immediate suspension pending investigation.

Confirmed Violation: May result in dismissal depending on severity and intent.

Rehabilitation Plan: Students who have self-disclosed prior to an incident may return under strict conditions after rehabilitation.

Transport Canada Compliance

CAC will comply fully with Transport Canada's regulations regarding substance use. Any incident involving impairment may be reported to Transport Canada and other relevant regulatory bodies as required.

Confidentiality and non retaliation

All reports and disclosures will be handled with strict confidentiality. CAC prohibits retaliation against any individual who reports substance-related concerns in good faith.

Contact Bote at sha@cacbc.ca. If the concern names Bote, contact Alano at studentservice@cacbc.ca. Bote coordinates student support, return-to-training planning and any required EMS leave decision. Bote issues warning and probation letters. Alano administers any dismissal after an authorised decision and coordinates regulatory administration; Transport Canada training matters remain with Bote. Relevant records are retained securely in EMS.