

POLICY: JFCH/I-R  
Approved:  
Reviewed: March 23, 1998  
Revised: March, 2002

## **GUIDELINES FOR ALCOHOL AND/OR OTHER DRUG USE FOR STUDENTS**

### **1. Inservice of Staff**

The District Administrator shall develop periodic inservices for staff and students that shall include but not be limited to:

- the signs and symptoms of drug use in adolescents and adults; such symptoms may include, but are not limited to, slurred speech, glassy eyes, staggering, loss of balance, dizziness, drowsiness, excitability, disorientation, confusion, aggressiveness, rapid mood swings, and/or the odor of alcohol or other strange odors, such as that of marijuana;
- types of drugs, their effects;
- laws, rules and regulations relating to drug use in society;
- the use and reliability of drug tests;
- School District policy relating to alcohol and/or other drug use in or on District property or school-sponsored activities;
- resources available to individuals

### **2. Relationships with Student Assistance Program (SAP)**

An administrator, teacher or supervisor may make appropriate referrals to the Student Assistance Program. This policy does not mean that a disciplinary problem is the result of a drug and alcohol problem. Upon an accumulation of sufficient number of violations and/or actual suspicions of drug or alcohol use, the referring person or person receiving the referral, shall indicate to the student that help is available as a benefit to the student and shall give the student the names of persons and/or phone numbers necessary to contact or access such services.

No administrator, teacher or supervisor shall suggest to a student that the utilization of a SAP will substitute for appropriate consequences for a drug or alcohol or other disciplinary incident. Staff may wish to confer with the SAP specialist before or when making a referral to the SAP. Since the SAP is voluntary, no student shall be punished for failure to utilize the SAP.

### **3. Referrals, Disciplinary Procedures and Roles of Staff Members**

Staff, including professional and non-professional shall make referrals to the administration when reasonable suspicion exists that a student is in violation of this policy. If a staff member suspects that drugs or alcohol are part of the reason for exaggerated behavior, he/she may indicate to the student at the appropriate time his/her suspicion, and shall refer the student to the school administration.

Any disciplinary procedures used as a result of a violation of this policy shall be based upon behavior observed in the situation. This means that disciplinary action is taken based upon a student's performance in class or through viewing patterns of behavior of such student in school or on school property or at school-sponsored activities. Students will be disciplined or suspended for using alcohol or other drugs on school property, at school functions or in schools where there is evidence, reasonable suspicion or admission that such occurred. Evidence includes, but is not limited to, actual witnessing of ingestion, inhalation or other use, results of a witnessed urine or blood screen test that a level of alcohol or other drugs were in the system or can be determined to have been so by an appropriate medical professional.

The building administrator may request consultation of another staff member other than the referring person to determine if there is reasonable suspicion that a student is in violation of this policy.

Upon determination of AOD (Alcohol or Other Drugs) use, the principal, and/or designee must tell the student that the evidence showed a violation of school rules and/or Board policy, and that the behavior is inappropriate, illegal and that consequences will be invoked.

### **4. Inclusion of Parents in Disciplinary Activities Relating to AOD**

Parents shall be notified as soon as practicable any time a student is suspected of being in violation of this policy.

In the event that the parents or emergency contacts given to the school by the parents cannot be contacted, the administrator or designee shall indicate as soon as possible to the parent that they have or have had reasonable suspicion to believe that the child is in violation of this policy. Where the student is suspected of using drugs or alcohol, the administrator shall suggest to the parents that a witnessed drug or alcohol chemical test is available to determine not only the presence or absence of a chemical, but the level of the chemical in the student.

The administrator or designee shall advise the parent to take the child to a facility to obtain a test to determine the presence/level (if any) of drugs in the student's system as soon as possible, but definitely within 12 hours of the incident or suspected use time. The Administrator or designee may also invoke any disciplinary sanction available to him/her for the behavior of the student which caused concern at any time.

## **5. Student Consequences for Policy Violations**

Where it is determined that a student is suspected of using alcohol, the school administrator shall contact the police or law enforcement department to obtain a breathalyzer test to confirm the absence or presence of alcohol in the student. Where the administrator or designee believes that the student has in his/her possession alcohol or other drugs, that person shall contact the police for an appropriate investigation of the situation.

- a. Any student who is involved in the use or possession of alcohol and/or other drugs or drug paraphernalia having ingested in one's system (as defined in the State statutes), including beepers and two-way communication devices, will be subject to the following measures:
  - 1) immediate police involvement;
  - 2) suspension from school;
  - 3) parents shall be informed of the availability of a witnessed chemical test for their child;
  - 4) possible referral to central administration for possible expulsion by the Board of Education.
- b. Any student who is involved in the sale of, or intent to sell, the transfer of or the reception of alcohol or other drugs or drug paraphernalia (as defined in State statutes), including beepers and two-way communication devices, will be subject to the following measures:
  - 1) immediate police involvement
  - 2) suspension from school;
  - 3) parents shall be informed of the availability of a witnessed chemical test for their child;
  - 4) referral to central administration with a recommendation for expulsion.

## **6. Prescription Medications**

When a student is under the influence of a prescription medication and the student believes that his/her behavior may be affected by such chemicals, the person may let his/her administrator/supervisor know to avoid any misunderstandings.

To protect confidentiality, the student may at his/her discretion give permission for the supervisor/teacher to be in contact with his/her physician only by a formal release of information.

## **7. AOD Assessment**

An assessment is defined as a fact-finding interview(s) conducted by a mental health or alcohol or other drugs professional. The purpose of the assessment is to define the extent of the student's usage pattern with alcohol and/or other drugs. The assessment is most appropriate in determining the needs of the students related to program involvement (education and/or treatment programs). District employees do not conduct assessments; however, they do screen students to determine which students need assessments.

An assessment would be appropriate for a student where it is deemed that a treatment or education program is in order. Assessments are always voluntary.