

Regulation

DRUGS, ALCOHOL, TOBACCO
(Substance Abuse)
Composite 7-12

In accordance with board policy, the following procedures are established for the instruction of pupils in drug, alcohol, tobacco and steroid abuse; the evaluation and treatment of pupils who possess drugs, alcohol, tobacco and steroids; and for pupils who are suspected or found to be under the influence of drugs, alcohol, tobacco and/or steroids.

Instruction

- A. Staff shall be guided by the drug, alcohol, tobacco and steroid program approved by the board of education as a part of the health education curriculum in accordance with state board rules and department of education guidelines.
- B. Staff will be requested to evaluate annually the effectiveness of the drug, alcohol, tobacco and steroid education programs.

Reporting, Notification, and Examination Procedures for Pupils Suspected of Being Under the Influence of Drugs, Alcohol, or Steroids

Staff members will be alert to the signs of a pupil's involvement with drugs, alcohol, or steroids including: impaired of health or fatigue; excessive truancy or tardiness; lower grades; depressed appetite or loss of weight; extreme mood swings; eyes that are bloodshot, watery, extremely wide, or have extremely small pupils; an unusual body or breath odor; needle tracks; a change in attitude, personality, temperament, appearance, or peer groups; and mental confusion.

Concerns over student use of chemicals outside of school and away from school-related activities may be passed on, via use of the referral to a guidance counselor, Substance Awareness Coordinator, the school nurse, or any administrator who can follow through on the process of investigating non-emergency cases of suspected drug, alcohol, or steroid involvement.

- A. For non-emergency cases as outlined above seen addendum 1# page 9. With regards to steroid usage this portion of the procedure will be followed.
- B. In instances involving intoxication, either in school or at a school-sponsored activity, of alcoholic beverages, steroids, controlled dangerous substances or any chemical or chemical compound as identified in N.J.A.C 6:29-6.3(a), the following shall apply:

DRUGS, ALCOHOL, TOBACCO (continued)

Step I - A staff member has reason/s to suspect that a student in school or attending a school sponsored event is under the influence of alcohol or other controlled dangerous substance (CDS). Depending on circumstances that staff member shall contact an administrator at the earliest possible opportunity to refer the student suspected of being under the influence.

Step II - Depending on circumstances the administrator follows the following procedures and directions:

- 1) Advises student of suspicion based referral. Referral source is not revealed.**
- 2) A search of the student and his or her possessions will be conducted. If the student is not compliant with the search the police will be called.**
- 3) If CDS or drug paraphernalia is found the police will be contacted immediately.**
- 4) The nurse is contacted to assess the student for signs of a medical emergency.**
- 5) Parent/s or guardian/s are contacted to pick up their student and have them evaluated by a physician including a urine screen.**
- 6) If the student is determined to be in a medical crisis an ambulance will be contacted and an administrator or his designee will accompany the student to the hospital.**
- 7) A school staff person must attend to the student until the parents/guardians are able to present them selves in person.**

Step III - If the situation is a non-medical emergency, the parents/guardians can elect to use their own doctor at their own expense or the school medical examiner at no charge. It is requested that the written results of the physician's physical include a determination if the student is medically cleared to return to school. If the results of the drug test are not available before the next school day, a student may return to school if a physician grants such permission. If the physician's subsequent test findings indicate illegal use of CDS the student will face punitive sanctions. The results of a positive drug test or a diluted drug test will be verified by a certified medical review officer. A student will be disciplined in accordance with guidelines outlined in the school board manual if involved in drug-related activities during school or during a school-sponsored activity. In addition, the student will be required to seek a drug and alcohol evaluation by a certified drug and alcohol counselor. The Substance Awareness Coordinator of the school district will assist the family in finding appropriate resources and monitor compliance with the recommendations of the evaluation.

Step IV - If a student has a positive drug test or is in possession of a controlled dangerous substance (N.J.S.A. 18:40A-9), he or she over the next six months may be required to submit to up to 5 random and unannounced drug tests. These tests must be completed within 2 hours of a call to the parents/guardians. If a portion of the six months occurs over the summer, the testing will still continue. The cost of the tests will be paid by the School District if conducted by the district medical examiner. Parents may elect to have the tests conducted at their location and expense. In either instance the test results must be reviewed and certified by a Medical Review Officer. If the test is positive for CDS, the student will not receive punitive discipline; however, the level of therapeutic intervention will be reassessed and possibly increased. The honor code violation may be extended to reflect these additionally positive tests.

DRUGS, ALCOHOL, TOBACCO (continued)Pupils Suspected of Possessing, Buying, Selling and/or Distributing Drugs, Alcohol, or Steroids

Whenever it shall appear that a pupil may be in possession, buying, selling, or distributing a controlled dangerous substance, chemicals, or chemical compound which releases vapor or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, taken for purposes other than the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings, the following procedures shall be followed:

- A. School personnel shall report the matter as soon as possible to the school principal, or in his/her absence, to his/her designee.
- B. The school principal, observing all due process procedures, shall then attempt to establish the truth of the actual possession or sale and/or distribution of drugs or alcohol.
- C. If so determined, the principal shall immediately notify the pupil's parent/guardian and the superintendent. A suspicion based drug test and physical examination will also be required.
- D. The law enforcement authorities shall be notified in accordance with provisions established by N.J.A.C. 6:29-10.1 et seq. In cases where a student has voluntarily requested assistance for a substance abuse concern, and has not been involved in distribution activities, he/she can be protected from disclosure to police if he/she agrees to participate in assessment, evaluation, treatment, counseling support services and/or after-care provided by in-house SAC; referral to community treatment services may be warranted.
- E. The principal and/or his or designee will initiate referral to the substance awareness coordinator for purposes of documentation of all drug, alcohol, or steroid incidents. The Substance Awareness Coordinator will make appropriate student and family referrals to community agencies offering assistance for drug and alcohol related issues.
- F. The violence, vandalism and substance abuse incident report is to be completed by the principal and forwarded to the Superintendent of schools.

Recordkeeping Regarding Self-disclosure vs. Discovery of Student Substance Abuse Concerns

- A. In all cases involving drugs, alcohol, or steroids, voluntary student disclosures will be kept confidential and exchange of information will be kept between student and Substance Awareness Coordinator. Records will be confidential and kept separate and apart from general student files. These files will be kept locked. Feedback to referral sources will be limited to status of student progress only. If a student self discloses that he/she have a substance abuse problem, he/she we will be sent for the above mentioned physical examination and drug screen, and the disciplinary actions will be lessened. If the test results show diminished usage there shall be no disciplinary action taken. If however, the test shows a new substance or elevated levels of usage, the standard disciplinary action will take effect.

DRUGS, ALCOHOL, TOBACCO (continued)

B. Disciplinary referrals, or cases which involve discovery of student chemical use by teachers, administrators, and other staff persons, will be recorded in student disciplinary files. Only the content of student disclosures made thereafter to a Substance Awareness Coordinator will be kept as a part of the confidential substance awareness treatment program records. It must be noted that even under the strictest of confidentiality laws, a counselor is required to report a student whom they believe to:

1. **Be suicidal**
2. **Be assaultive (murder, rape, armed robbery intent)**
3. **Have been abused**
4. **Be under the influence of drugs**
5. **Be in need of emergency medical treatment**

Prohibition of Smoking by Students

Students are not permitted to smoke at any time in school buildings, anywhere within school boundaries, on school buses, or during a school-sponsored trip or activity off school premises. Students are not to carry cigarettes or other smoking materials such as tobacco, pipes, or cigarette rolling papers, while on school property.

Penalties for Involvement with Drugs, Alcohol, Steroids and/or Tobacco as Per Previously Adopted Policy

All students should be aware that school authorities will take all reasonable steps to prevent the possession and use of drugs, alcohol, steroids, or tobacco on school property and to apprehend those who possess, use, or distribute drugs, alcohol, steroids, or tobacco.

These steps will include:

- A. **Locker and desk searches when there is reason to believe that inspection is warranted. A student may be asked to empty the contents of their pockets, and their possessions may be searched by an administrator with an additional staff member present.**
- B. **Required drug screen to determine presence of alcohol and other drugs, only when observation of student behavioral indicators suggest the possibility of intoxication.**

<u>Offense</u>	<u>Penalty</u>
1. Possession of drug paraphernalia, not containing any controlled dangerous substance otherwise identified in	<u>First offense</u> a. Parents/guardians notified

DRUGS, ALCOHOL, TOBACCO (continued)

N.J.A.C. 6:29-6.3(a)

- b. Referral to SAC for assessment and recommended action plan.

Second Offense
Two-day suspension plus all of the above.

Third Offense
Five Day External suspension plus b.

- Offense
- 2. Possession of alcohol, drugs, steroids, or substances identified in N.J.A.C. 6:29-6.3(a)

- Penalty
- First Offense
- a. Parents/guardians notified
 - b. Ten-day suspension
 - c. Police informed and appropriate action taken.
 - d. Referral to SAC for assessment and recommended action plan.

Second Offense
All of the above plus an expulsion hearing before the board.

- Offense
- 3. Under the influence of alcohol, drugs, steroids or substance identified in N.J.A.C. 6:29-6.3(a)

- Penalty
- First Offense
- a. Parents/guardians notified.
 - b. Immediate medical examination including drug screen to verify use and determine extent of use.
 - c. Ten-day suspension upon verification of positive diagnosis of alcohol, drug, or steroid use.
 - d. Medical statement substantiating student's state of well being is required before re-entry after positive diagnosis of chemical use.

DRUGS, ALCOHOL, TOBACCO (continued)

- e. Referral to SAC for assessment and recommended action plan.

Second Offense

All of the above plus an expulsion hearing before the board.

Offense

- 4. Distribution, transferring, or selling controlled dangerous substance or possession of amount large enough to indicate possible intent to distribute, transfer or sell.

Penalty

First Offense

- a. Parents/ guardians notified
- b. Minimum 10-day suspension pending expulsion hearing before board of education.
- c. Police informed and appropriate action taken.

Offense

- 5. Students who are found exhaling smoke, or possessing cigarettes or smoking paraphernalia.

Penalty

First Offense

- a. Parents/guardians notified.
- b. Suspension and/or referral to SAC for assistance in quitting.
- c. Police notified; charges will be followed

Second Offense

- a. Phone call to parent/guardian
- b. Suspension
- c. Police notified; charges will be followed

Offense

- 6. Refusal to comply with physical examination and drug screen

Penalty

- a. Presumption of Guilt 10 days suspension.
- b. To be in good standing student must comply with counseling component.
- c. Division of Youth and Family Services may be contacted.

DRUGS, ALCOHOL, TOBACCO (continued)**Addendum 1****Family and School Intervention Practices****For Students Suspected Of Alcohol, Tobacco and Other Drug Use.**

Adolescence is a time of experimentation and change for a teenager. All areas of life are impacted including social, physical and emotional. If these changes are directed in positive ways, the teenager is able to transition to adulthood and become a contributing and adjusted member of society.

Most teenagers, with the help of family and community support, are able to succeed. For some, the paths chosen involve the use of Alcohol, Tobacco and Other Drugs (ATOD). In doing so they find a way of belonging and in some cases they self medicate a social and/or emotional pain. If these counterproductive ways continue unaddressed by the adult community, a teenager can loose themselves, experience distress, and possibly die.

The Pennsville Board of Education and staff believe they can offer constructive support to the family and student who is heading down the wrong path. If a problem can be identified early, the chances of effectively addressing the issue are greatly enhanced. Denying, diminishing, blaming, or ignoring the problem only makes the situation more acute. (Reference Board Policy 5131.6; Paragraph A; Pg. 1 “Pupils suspected of involvement with alcohol, drugs or steroids away from school premises will be offered appropriate treatment and remediation”.) (Reference Board Policy 5131.6; Paragraph C;Pg.2 “The district shall establish a parent/guardian substance abuse program offered at times and places convenient to the parents/guardians of the district on school premises or other facilities.”)

The Pennsville Board of Education and staff can help in the following ways:

1. Educate parents about the warning signs that might indicate there is an ATOD problem.
2. School staff and concerned teens help identify students who are possibly heading down a destructive path. Parents can then be contacted with our concerns and offered help/support. (Note: The origin of the information that supports the concern is confidential and cannot be shared with the family.)
3. Support from trained staff includes the administration and guidance counselors. Educate parents about the warning signs that might indicate there is an ATOD the Substance Awareness Coordinator; etc.

DRUGS, ALCOHOL, TOBACCO (continued)

4. The trained school staff can offer suggestions of additional services outside of the school arena. There are many public, private, and community services available to assist teenagers with problems and support for their families.
5. The Pennsville Board of Education will offer free, voluntary, and confidential drug screening in cases where the family and the school district believe it to be helpful. (Home-based test kits or commercial drug screening providers.) Drug screening can help clarify the degree and nature of a suspected problem.
6. The Pennsville Board of Education will offer a student a free drug and alcohol evaluation conducted by a certified Drug and Alcohol Counselor.
7. Trained school district staff are available to meet with parents to plan and implement an intervention with a resistant student.

ESTABLISHMENT OF THE INTERVENTION PROGRAM:

1. The building staff are trained on an on-going basis to identify the behavioral, physical, social and emotional indicators that might indicate a student is involved with ATOD.
2. (See # 1 above.) With a similar approach, let students know they can share concerns about a classmate that may be involved with ATOD to a level that is alarming.
3. Through newsletters and evening information sessions, let the adult community join in the detection of a family member that might be in need of help.

IMPLEMENTATION OF THE INTERVENTION PROGRAM:

To implement this program the building administrators will meet periodically with support staff. (School Nurse; Guidance Counselors, SAC, etc.) The focus of the meeting will be to review information about a student's suspected use of ATOD. The information shared would originate from possible teacher, student and/or parent concerns. The level of concern will drive the decision of the school administrator to initiate a contact with the student and/or parent. In most instances, the administrator will make the contact with the student and/or parent. Final decisions about a contact and /or intervention will always be made by the administrator in consultation with the support staff.

The contact with the student and/or parent is always one of concern. Ideally the student/parent will share in our concern and be receptive to dialogue, help and support that the school and community can offer. NOTE: There is no immunity to school consequences if, during the process of sharing concern and seeking help, a student breaks school rules and/or laws. Regular school policies and consequences will apply.

The school, through parent/student contact, will offer cooperative parties Drug screening/s and a drug evaluation. The approximate cost and frequency is outlined below.

DRUGS, ALCOHOL, TOBACCO (continued)

Date: February 10, 1998