

STUDENT DRUG TESTING

Purpose Statement:

Acknowledging that peer pressure has a significant impact on student life, and recognizing that observed and suspected use of alcohol, tobacco, and illicit drugs by Sheffield-Sheffield Lake City Schools students is a serious concern, a program of deterrence will be instituted as a proactive approach to a truly drug-free school environment. Since participation in non-academic activities is a privilege, this program shall apply to all students, grades 9 through 12, who participate in school-sponsored athletics or extra-curricular activities for which a grade is not given, to eligible students who wish to obtain a parking permit, and to students who have earned special privileges, including not limited to, early release or mid-day sign outs. The purpose of the drug testing program is to:

- A. Provide for health, safety, and general well-being of students;
- B. Undermine the effects of peer pressure by providing legitimate reasons for students to refuse to use drugs, tobacco, or alcohol;
- C. Encourage students who use or abuse drugs to participate in drug treatment programs; and
- D. Prevent the impact drug and alcohol use has on the learning center of the brain, allowing students to achieve their full academic potential while attending Sheffield-Sheffield Lake City Schools.

The drug-testing program does not affect the current policies, practices or rights of the District regarding student drug possession or use where reasonable suspicion is established by means other than drug testing through this policy. The drug testing policy is non-disciplinary; thus, no student shall be suspended or expelled from school as a result of any certified “positive” test conducted by his/her school under this program.

Additionally, no student will be penalized academically for testing positive for banned substances. The results of a drug test will not be documented in any student’s academic record. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities, absent legal compulsion by valid and binding subpoena or other legal process, which the Sheffield-Sheffield Lake City Schools District Board of Education will not solicit. All students and parents/guardians/custodians must sign an “Informed Consent Agreement” for drug testing in order to be eligible to participate in athletics, extracurricular activities, and/or drive to school and park on school property.

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The superintendent/designee will make all final decisions regarding any drug testing issues within the district.

*Note: For the purpose of this policy, the word “drug” is defined as any illegal/illicit drug and/or alcohol.

DEFINITIONS

A. Athletics

Any student participating in a Sheffield-Sheffield Lake City Schools athletic program, which includes, but is not limited to: Baseball, Boys Basketball, Girls Basketball, Bowling, Boys Cross Country, Girls Cross Country, Football, Boys Soccer, Girls Soccer, Softball, Boys Track & Field, Girls Track & Field, Volleyball, and Wrestling.

B. Extracurricular Activities

Any student participating in a Sheffield-Sheffield Lake City Schools extracurricular activity, which includes, but is not limited to: Cheerleading, Pep Band, Robotics Club, Science Olympiad, Solo/Ensemble contests, Student Council, Theatre/Drama, Interact, eL Squad, Ski Club, Presidents Club, Aeronautics/FLOAT, Scholastic Challenge, or any board-approved DECAF program.

C. Student Driver

Students who drive to school and park on school property.

D. Random Selection

A system of selecting students for drug and alcohol testing in which each student shall have a fair and equitable chance of being selected each time selections are required.

E. Illegal/Illicit Drugs

Any Substance included in 21 U.S.C. Section 802(6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute or purchase under State or Federal Law. This definition also includes steroids, performance enhancing drugs without a prescription, all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided in the prescription or by the manufacturer.

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F. Alcohol

Alcoholic beverages means intoxicating liquor, alcohol, wine, beer, mixed beverages, malt liquor and malt beverages as defined in Ohio Revised Code Section 4301.01. The term “alcoholic beverages” also means any liquid substance (such as “near beer”) which contains alcohol in any proportion or percentage.

G. Drug Assessment and Counseling

A program designed to assess the degree of dependence of a student on mood-altering chemicals or other illegal substances. Such a program shall include an education component designed to teach the harmful nature of the mood-altering chemicals and any follow-up counseling and/or treatment deemed necessary by the assessing agency in consultation with the school district/student services department. The costs of any such chemical assessment, educational component, counseling and/or treatment shall be the responsibility of the student and/or his/her parent/guardian/custodian.

TYPES of TESTING

A. Random Testing

At the beginning of each season and/or school year (August 1st), all student-athletes, students participating in extracurricular activities and student drivers parking on school property will be eligible for the random drug testing. The collection process will take place on school property or at the Board of Education approved testing facility. The head coach or advisor/instructor for each extracurricular activity and principal/designee are responsible for ensuring that all student-athletes, students participating in extracurricular, student drivers parking on school property and their parents/guardians/custodians properly sign the “Informed Consent Agreement” for drug testing. Random testing may be done throughout the season (including summer months) and/or school year. In the event of a non-negative result, the specimen will be sent to a laboratory and a certified Medical Review Officer will verify the results.

1. Random Selection of Students: The drug testing company will utilize a random number generator to select students for testing. Students may be tested more than once per season and/or school year.
2. Scheduling random testing: Random testing will be unannounced. The drug testing date and times will be selected by the superintendent/designee. The frequency and percentage of students tested each time will be determined by the superintendent/designee.

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B. Group Testing

At the beginning of a season and/or school year, all eligible students in the particular group (groups include athletics, extracurricular and drivers) may be required to take a drug test. The collection process will take place on school property or at the Board of Education approved testing facility. The head coach or advisor/instructor for each extracurricular activity and principal/designee are responsible for ensuring that all student-athletes, students participating in extracurricular activities, student drivers parking on school property, and their parents/guardians/custodians properly sign the "Informed Consent Agreement" for drug testing. In the event of a non-negative result, the specimen will be sent to a laboratory and a certified Medical Review Officer will verify the results.

C. Reasonable Suspicion Testing

School officials will have the right to have a student tested for use of drugs when there is "reasonable suspicion." This applies to all student-athletes, all students participating in extracurricular activities and all students driving to school and parking on school property in grades 9-12.

D. "Opt In" Student Drug Testing Program

Parents/Guardians/Custodians that have students not involved in athletics, extracurricular activities and/or parking privileges may have their students participate in the drug testing program at the expense of the parent. Interested parents/guardians/custodians should contact the high school or department of student services (school social worker) for additional information.

DRUGS FOR WHICH STUDENTS MAY BE TESTED:

LSD, alcohol, marijuana, amphetamines, methadone, anabolic steroids, methaqualone, barbituarates, nicotine (tobacco), benzodiazepines, opiates, cocaine, propoxyphene (Darvon), "Spice," "Bath Salts," or any substances included in 21 U.S.C. Section 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.

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REFUSAL TO TEST

Refusal to submit to a random or reasonable suspicion test will constitute a violation of the drug testing policy and will be treated as a positive test result.

COLLECTION PROCESS

The following procedures will occur after students report to the collection site:

- A. All Students must have a picture ID or be identified by the principal/designee. No exceptions will be allowed.
- B. The testing area will be secured during testing.
- C. Only lab technicians, students and designated school personnel will be present for the testing as privacy must be maintained for all students.
- D. The principal/designee is responsible for ensuring that all of the required forms have been completed and signed by parents/guardians/custodians and students. No student is to enter the collection site until forms are completed and proper ID has been presented or student identification has been made by the principal/designee.
- E. When students arrive at the collection site and cannot give a sample, they will be asked to drink water or juice provided by the principal/designee.
- F. No bags, backpacks, purses, containers or drinks will be allowed to enter the collection area. All extra coats, vests, jackets, sweaters, etc. must be removed before entering the collection site.
- G. Students processed by the lab technicians who cannot produce a sample will be kept in a secured area to wait until they can test. If they leave this area they will not be allowed to test and this test will be considered a refusal. They are not to have contact with anyone until after the sample is given.
- H. Students will be asked to follow procedural directions of school personnel and laboratory technicians.

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- I. Students will be asked to urinate directly into the collection cup given to them by the lab technician. The lab technician will stand outside the stall/restroom.
- J. If any adulteration of the specimen is detected, it will be considered a violation of the drug testing policy and the student will receive consequences as outlined in the policy. (The lab checks every sample for adulteration, such as additives that a student might drink or add to urine to change the sample.) They are not called positives but have the same consequences.
- K. Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be sent to the lab for immediate confirmation of tampering.
- L. The sample must be taken in one attempt and be at least thirty (30) ml in size. The student must return the cup to the lab technician.
- M. Students are not to flush the toilets or urinals. In the event that the student flushes the toilet he/she will be required to give a new sample immediately or the sample will be invalid.
- N. While the student is watching, the lab technician will recap the sample and return it to the student who must then return it to the intake technician. The student will note the specimen number and sign the specimen intake sheet verifying the specimen number and student identity. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be given. If the student leaves the collection area the sample is invalid and the student will have to give another sample. The student will wash his/her hands prior to returning to the classroom.
- O. The specimen will be checked by the lab technicians at the time of testing using a rapid screen panel. Any "non-negatives" will be placed in a transport bag and sent to a laboratory and a certified Medical Review Officer will determine the results.
- P. This collection procedure is subject to change because of procedural requirements by the testing agency. The Board of Education reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.

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PROCEDURES IN THE EVENT OF A POSITIVE TEST

- A. The Medical Review Officer will receive all “non-negatives” or suspected adulterations.
- B. Depending upon the substances found in the urine specimen, the parent/guardian/custodian will be contacted to determine if the student is taking any prescribed medication from a physician.
- C. If the student is taking medication, the parent/guardian/custodian will be asked to obtain a letter within five (5) school days from the prescribing physician verifying the medication. Failure to provide such requested information will be considered a positive result.
- D. The Medical Review Officer will then determine if any of the prescribed medications resulted in a positive drug screen.
- E. The Medical Review Officer may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of illicit or banned substances from the body. If the Medical Review Officer believes the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.
- F. Finally, the Medical Review Officer, based upon the information given, will certify the drug test results as positive or negative. Positive results will be reported to the department of student services/school social worker by telephone and/or writing if applicable.
- G. The department of student services/school social worker, within one (1) school day of receiving the test results from the drug testing company, will attempt to notify the parent/guardian/custodian (first and preferably by telephone) of the positive results. Once the parent/guardian/custodian is notified, the student will then be informed of the positive results. The social worker/designee will then provide a written notification to the parent/guardian/custodian via U.S. Mail.

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- H. If the parent/guardian/custodian or student wishes to contest the results, the drug testing company will arrange for a retest of the specimen to be submitted to either the same laboratory or a different laboratory (if requested by the parent/guardian/custodian) approved by the superintendent/designee. The parent/guardian/custodian or student must pay for this expense. Such a request must be made to the superintendent/designee in writing within five (5) school days from the first notification of the positive test result.

Note: Consequences for violations of the Drug Testing Policy are immediate, unless specified otherwise in this policy, and cannot be delayed due to the contesting of drug testing results.

SELF-REFERRAL

A self-referral occurs when a student, prior to notification of a random drug screen, asks a coach, advisor, director, school counselor, school social worker, administrator or other school personnel for help and an assessment prior to any known violations of this policy. A self-referral will not be subject to any disciplinary action provided that:

- A. The student completes a drug assessment and counseling program and verification is provided to the school social worker/designee. The agency/practice and/or counselor must be certified by the Ohio Department of Mental Health and Addiction Services, or the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board. Parents/Guardians/Custodians must pay for this expense.
- B. The student agrees to submit to three (3) follow-up drug tests within six (6) months at no cost to the District. The testing dates will be determined by the superintendent/designee and testing will be completed by the District's drug testing company. If the student tests positive during the follow-up drug tests, the student will be subject to first-time offense consequences.

A self-referral will become a first offense and subject to consequences if:

- A. A law enforcement agency is involved in the investigation of a potential violation or either formal or informal charges have been filed before the student attempted to self-refer.

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- B. Evidence of a violation is known by any staff member before the student attempted to self-refer. A self-referral may be used only once during the 9-12 academic career of a student and may not be used after the student becomes a first offender.

CONSEQUENCES FOR VIOLATIONS OF THE DRUG TESTING POLICY

A. First Violation

1. The student and family will consult with the school social worker in effort to make an appointment with a chemical dependency counselor for drug assessment and then follow the recommendations of the counselor. The agency/practice and/or counselor must be certified by the Ohio Department of Mental Health and Addiction Services, or the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board. Parents/Guardians/Custodians must pay for this expense.
2. The student will be denied 20% of participation in athletics, extracurricular/co-curricular activities and driving/parking privileges.

For Example:

Athletics: The student will be denied 20% participation of current season, with any remaining percentage of the denial of participation applied to the next season of participation if needed. **Note:** The student may continue to practice with the team and sit with the team during events/competitions. The student may not wear a team uniform during this denial of participation.

AND

Extracurricular Activities: The student will be denied participation in twenty percent (20%) or thirty-six (36) calendar days of all extracurricular activities, with any remaining percentage/days of the denial of participation applied to the next season of participation if needed. **Note:** The student may not attend club meetings and/or participate in off campus trips or special events. The student may not wear a uniform during this denial of participation.

AND

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Driving/Parking: The student will be denied twenty percent (20%) or thirty six (36) calendar days of driving/parking privileges.

3. In order for participation and privileges to be reinstated after the twenty percent (20%) penalty, the student must agree to submit to three (3) follow-up drug tests within six (6) months at no cost to the District. The drug testing dates will be determined by the superintendent/designee.
4. Failure to complete these requirements may result in denial of participation and privileges for one year.
5. The district may require students to participate in Alcoholics Anonymous, Narcotics Anonymous, Al-Ateen, Al-Anon meetings, or another district school social worker approved educational class as an educational component to learning the impact of addiction on lives of addicts/families in recovery. The school social worker can assist in coordinating these educational meetings/classes.

B. Second Violation

1. The student and family will consult with the school social worker in effort to make an appointment with a chemical dependency counselor for drug assessment and then follow the recommendations of the counselor. The agency/practice and/or counselor must be certified by the Ohio Department of Mental Health and Addiction Services, or the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board. Parents/Guardians/Custodians must pay for this expense.
2. The student is denied participation in athletics, extracurricular activities and driving/parking privileges for 50% of the season (athletics) or 90 calendar days for extra-curricular and driving/parking privileges. For athletics, extracurricular activities and driving/parking privileges, the time begins from the date of notification of the violation. The student may not practice or participate with the team.
3. The district will require students to participate in Alcoholics Anonymous, Narcotics Anonymous, Al-Ateen, Al-Anon meetings, or another district school social worker approved educational class as an educational component to learning the impact of addiction on lives of addicts/families in recovery. The school social worker can assist in coordinating these educational meetings/classes.
4. In order for participation and privileges to be reinstated after one calendar year penalty, the student must agree to submit five (5) follow-up

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drug tests within twelve (12) months at no cost to the District. The drug testing dates will be determined by the superintendent/designee.

5. Failure to complete these requirements may result in permanent denial of participation during the student's career at the Sheffield-Sheffield Lake City Schools.

C. Third Violation

The student may be permanently denied participation in athletics, extracurricular activities and driving/parking privileges immediately.

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