

## Extra-curricular Activities Random Drug Testing Program

### THE MISSION OF THE ATTICA CONSOLIDATED SCHOOLS

The Attica Consolidated School Corporation proceeding in a fiscally responsible manner and in cooperation with the community will create a caring, safe environment that prepares all learners to become contributing, responsible members of a diverse global society.

### INTRODUCTION

The effective date of this program is June 22, 2009. This program does not affect the current policies, practices, or rights of the Attica Consolidated Schools with drug and/or alcohol possession or use, where reasonable suspicion is obtained by means other than drug testing through this policy. Attica Consolidated Schools reserves the right to test any student who at any time exhibits cause for reasonable suspicion of drug and/or alcohol usage.

### REASONABLE CONCERN

Attica Consolidated Schools has a strong commitment to the health, safety and welfare of its students. Results of studies throughout the United States, and an increased substance abuse problem in Fountain County, Indiana, indicate that education alone, as a preventative measure, is not effective in combating substance abuse. Statistics show that the mission of Attica Consolidated Schools has not been realized. Our commitment to maintaining the extracurricular activities in Attica Consolidated Schools as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

### PURPOSE

Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while he/she has drug residues in his/her body, and it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug free participation. No student shall be expelled or suspended from school as a result of any verified "positive" test conducted by his/her school under random drug testing other than stated therein.

### SCOPE

Participation in extracurricular activities is a privilege. This policy applies to all Attica Consolidated Schools students in grades 6-12 who wishes to participate in extracurricular activities that are listed in the current student handbook and any other school sponsored extracurricular activities not listed. It also includes any student who wishes to drive to school, from school, or during school.

### DRUG EDUCATION

The sponsor or coach of each extracurricular activity will require the attendance of all prospective participants at one or more drug education sessions. Each prospective participant shall receive a copy of this policy. This also extends an opportunity for parents/guardians to attend the education sessions. An educational presentation will also be made to educate the students about the harmful effects and consequences of alcohol and other drug abuse. Students will receive information as to where they can seek professional help, if needed, for a use or abuse problem.

### CONSENT FORM

It is MANDATORY that each student who participates in extracurricular activities signs and returns the "consent form" prior to participation in any extracurricular activity. Failure to comply will result in non-participation. SEE BOTTOM OF CONSENT FORM!

Each extracurricular participant shall be provided with a "consent form", a copy of which is attached hereto, which shall be dated and signed by the participant and by the parent/guardian. In doing so, the student is agreeing to participate in the random drug-testing program of the Attica Consolidated Schools. The reverse side of the form indicates any prescribed medications or over-the-counter medications the student maybe taking.

### TESTING PROCEDURE

1. The selection of participants to be tested will be done randomly by the principal/administrative designee, and selections will be made from time to time throughout the school year. Names will be drawn from one large pool of those agreeing to be tested. Testing may occur on a different day, Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student who indicates a desire to be in an extracurricular activity and/or who drives to school, from school or during school will be assigned a number that will be placed in the drawing for the remainder of the school year. Each student number may be drawn more than once.

No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.

Upon being selected for a drug screening test under this policy, either by random draw, reasonable suspicion, request of a parent/guardian, or a "reinstatement" test, a student will be required to provide a sample of "fresh" screening sample according to the quality control standards and policy of the laboratory conducting the screening test.

If unable to produce a screening sample, the student will remain under school supervision until they have produced an adequate screening sample. If still unable to produce a screening sample within two hours, the student will be sent to the school nurse to determine if there is a medical impediment to yielding a screening sample. If no medical impediment, the test will be classified as a refusal and the test will therefore be considered a positive. In addition, the parent/guardian will be telephoned and informed the student is unable to produce a sample for the testing procedure. If the parent wishes to have the student reinstated immediately then they may take the student for testing to a SAMSHA

(NIDA) certified lab, at parent expense, for a test to prove the student is free of substances being tested by this policy.

If tampering or cheating has occurred during the collection, the student will become ineligible for all the "extracurricular activities" for the remainder of the school year. This will be reported to the parent/guardian.

Immediately after the screening sample is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal/administrative designee must time and sign the pass.

The screening sample will then be turned over to the testing laboratory, and each screening sample will be tested for alcohol, nicotine, and "street drugs" (which may include all drugs listed as controlled substances under the laws of the state of Indiana). Also "performance enhancing" drugs such as steroids may be tested.

The laboratory selected must follow the standards set by the Department of Transportation's SAMSHA (NIDA) certified laboratory testing facilities.

#### CHAIN OF CUSTODY

The certified laboratory will provide training and direction to those who supervise the testing program, set-up the collection environment, and guarantee screening samples and supervise the chain of custody. To maintain anonymity, the student's number, not name, will be used.

The principal/administrative designee will be responsible for escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker. (The Administrator should not bring all students drawn from the pool to the collection site simultaneously). Calling four or five students at a time allows the collections to be carried out quickly and will not cause students to wait a long time, thereby creating a loss of important time from class. These students may be called during school or during their extra-curricular activity.

Before the student's screening sample is tested by the laboratory, students will agree to fill out, sign and date any form which may be required by the testing laboratory. If a student chooses, he/she may notify the administration that he/she is taking a prescription medication.

Each student being tested will be instructed as to the proper procedure to produce the testing sample according to the type of testing being conducted.

A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed upon the bottle. The student will sign that the screening sample has been sealed. The seal may be broken only by the lab testing the screening sample.

If the seal is tampered with or broken, after leaving the student's possession and prior to arriving at the lab, the screening sample is invalid. The student will be called again as soon as possible. The student will remain eligible for extracurricular activities subsequent to a retest.

After it has been sealed, lab personnel will transport the screening sample to the testing laboratory. The testing laboratory will report the results back to the principal/administrative designee.

In order to maintain confidentiality, the container which contains the screening sample to be tested will not have the name of the student on the container. Instead, the student's initials and random identification number will appear on the container. Also the result sheet for the testing will be mailed back to the principal/administrative designee with no name attached; only the student's initial and random identification number will appear on the result sheet.

#### TEST RESULTS

This program seeks to provide needed help for students who have a verified "positive" test. The student's health, welfare, and safety will be the reason for preventing students from participation in extracurricular activities.

The principal/administrative designee will be notified of a student testing "positive" (that is, if the test shows that drug residues are in the student's system after laboratory analysis). The principal/administrative designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information which will be considered in determining whether a "positive" test has been satisfactorily explained.

In addition, the student or parent/guardian may appeal by requesting that the screening sample be tested again, using the split sample drawn at the time of the original draw, by a SAMSHA (NIDA) certified laboratory, at a cost to the student or his/her parent/guardian. An appropriate chain of custody will be used.

If the test is verified "positive", the principal/administrative designee will meet with the student and his/her parent/guardian at a school corporation facility. Students who are tested under the random testing will be subject to the following discipline code:

Positive Random Test – Drugs and/or Alcohol

First Offense

Authorities notified if criminal offenses or probationary violations are involved

Parent/guardian will be given results of the failed drug screen and the names of counseling and assistance agencies that the family may want to contact for help.

Extracurricular or athletic participation suspension according to athletic handbook policies

Reinstatement drug test must be passed prior to return to extracurricular or athletic participation suspension and loss of driving privileges

Loss of driving privileges for no less than 5 weeks

Student must pass a drug screen in order to have driving privileges and/or athletic and/or extracurricular eligibility reinstated.

Second Offense

Authorities notified if criminal offenses or probationary violations are involved

Extracurricular or athletic participation suspension according to athletic handbook policies

Loss of driving privileges for no less than one calendar year

Student must pass a drug screen in order to have driving privileges and/or athletic and or extracurricular eligibility reinstated.

Third Offense

Authorities notified if criminal offenses or probationary violations are involved

Extracurricular or athletic participation suspension including the loss of driving privileges for remainder of student's enrollment in Attica Consolidated School Corporation

Positive Random Test - Tobacco/Nicotine

Student-athletes subject to athletic handbook suspension

Parent/guardian will be given results of the failed drug screen and the names of counseling and assistance agencies that the family may want to contact for help.

Student must pass a drug screen in order to have athletic or extracurricular eligibility reinstated.

Information on a verified "positive" test result will be shared on a "need to know" basis with the student's coach or sponsor. The results of "negative" tests will be kept confidential to protect the identity of students being tested.

Drug testing result sheets will be returned to the principal/administrative designee identifying students by number and not by name. Names of students tested will not be kept in open files. Results sheets will be locked and secured in a location that only the principal/administrative designee has access to.

Students who are tested under the reasonable cause criteria will be subject to the discipline code described in the student handbook.

FINANCIAL RESPONSIBILITY

Under this policy, the Attica Consolidated Schools will pay for all random drug tests, and all initial reasonable suspicion drug tests. Once a student has a verified "positive" test result any "reinstatement" drug test that must be conducted will be paid for by the student or his/her parent/guardian.

A request on appeal of a "positive" screening sample (the split screening sample must be used for the appeal) is the financial responsibility of the student or his/her parent/guardian.

Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student or his/her parent/guardian.

CONFIDENTIALITY

Under this drug testing program, any staff, coach, or sponsor of the Attica Consolidated Schools who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the Attica Consolidated Schools commitment to confidentiality with the regards to the program.