

SUBSTANCE ABUSE

PURPOSE

It is the legal and social responsibility of the Boards of Addison-Rutland Supervisory Union to establish policies and encourage administrative action that will promote a school environment free from use, possession, manufacture, or distribution of drugs of any kind. For the purpose of this policy, the term "drugs" includes both illegal and controlled drugs, and alcohol. Drug and alcohol abuse shall be defined as: "the ingestion of a substance in such a way that it interferes with a person's ability to perform physically, intellectually, emotionally or socially."

PHILOSOPHY

All students have a right to receive an appropriate education in an alcohol and drug-free environment. The Addison-Rutland Supervisory Union School Boards encourage educational programs that provide every student with an understanding of the physical, psychological, social and legal dangers associated with drug abuse.

Chemical abuse and dependency are treatable health problems that are primarily the responsibility of the home and the community. The school shares this responsibility in the areas of prevention (education) and intervention (identification and referral).

Community and schools share in this responsibility because chemical problems often interfere with behavior, learning, and the fullest possible development of each student.

POLICY

It is the policy of this school district that no student shall knowingly possess, use, sell, manufacture, give or otherwise transmit or be under the influence of any illegal drug, regulated substance, or alcohol on any school property, or at any school sponsored activity away from or within the school. This prohibition also applies to individuals and groups using school facilities for non-school related activities. The only exception to the above is the use of medication with proper medical authorization and supervision. Prescription medicines will be handled according to Appendix 8 of Vermont School Health Services Recommended Program, Revised 1979, "Policy for Medication in School."

PROCEDURES

I. Educational Program

The district shall conduct an alcohol and drug abuse educational program on a sequential basis from early childhood through grade 12 in accordance with the mandates of 16 V.S.A. 909, the Vermont Alcohol and Drug Education Curriculum Plan, and the federal Drug-Free Schools and Communities Act (PL 101-226).

II. Cooperative Agreements

In dealing with substance abuse cases, every effort will be made to promote responsible decision making by the student. Our focus will be to encourage appropriate medical and/or psychological intervention by trained professionals. Students and parents or guardians will be given information about outside agencies and will be encouraged to take advantage of their services and programs.

Students, under the age of eighteen, who have been referred or who refer themselves to any student assistance program counselor for purposes of substance abuse screening and consultation may be seen individually by the counselor. It will be the goal of any assistance program to encourage the student to involve his/her parents or guardians at the earliest point in time.

No student under the age of eighteen will be referred to an outside agency for substance abuse treatment without parental consent. Parental consent is not required for student participation in group programs conducted within the schools which are educational in nature and designed to impart information and/or assist students in improving their sense of self-esteem. Such groups may be conducted only by trained professionals contracted by the schools to perform such service or by trained school staff who have been approved by the school administration to conduct such groups.

III. Procedures for Dealing with Substance Abuse Incidents

Students who are experiencing problems with alcohol and drugs are in need of assistance. The type of assistance needed may vary; however, the school system is committed to providing the most appropriate response to each individual. The actions set forth below will be considered routine procedures. In situations where extreme violations occur, the specific action may be waived by the administrator. Any action taken by waiver of these procedures will be explained in a written report to the Superintendent. All disciplinary measures taken in accordance with this policy will comply with due process requirements.

A. Students under the influence of alcohol and/or drugs

1. First offense

a. Student will be treated as an ill student and will be sent home by an administrator after the parents have been notified. In crisis situations the matter will be handled as a medical emergency and accordingly the school officials will involve ambulance and police assistance as may be appropriate.

b. Upon the return to school the following day, the student will be dealt with in accordance with the school's discipline program, if applicable.

c. Police shall be notified when drugs are involved. Reporting of first offense alcohol problems to the police is within the discretion of the administrator.

d. The student will be referred to the school's Substance Abuse Team.

2. Second offense

- a. Steps a, b and d of the first offense procedures.
- b. Police shall be notified regardless of whether the offense is drug or alcohol related.
- c. The student will undergo an alcohol/drug assessment within 10 days of the incident and further will participate in a treatment program if warranted by the assessment.
- d. Failure to comply with (c) above will result in the student being suspended from school for ten (10) days.

3. Third offense

- a. Step a of the first offense procedures.
- b. Police shall be notified.
- c. The student will be suspended from school for ten (10) days and recommended to the Board for expulsion.

B. Students in possession of drugs, drug paraphernalia, and/or alcohol

When students are found in possession of drugs, drug paraphernalia, and/or alcohol, the substance(s) will be removed from the student. Procedures for handling such incidents will be identical to those used when a student is found to be under the influence of drugs and/or alcohol.

C. Students selling or furnishing alcohol and/or drugs

1. First offense
 - a. The student will be suspended from school for ten (10) days after the parents have been notified.
 - b. Police shall be notified.
 - c. The student will be referred to the school's Substance Abuse Team.

2. Second offense

- a. Steps a and b for first offense will be followed.
- b. The student will be recommended to the Board for expulsion.

D. Suspected substance abuse

When a staff member has reason to believe that a student might be having a problem related to substance abuse, the staff member shall make a referral to the Substance Abuse Team, and notify the school administrator of this action.

E. Co-curricular activities

Students who violate the school district's policy on alcohol and drugs while they are members of a school team, are subject to additional disciplinary actions as are defined in the school's training rules. Any student who commits a second offense, in the same year, of the school district's policy may not represent the

school and consequently the student will immediately be dismissed from all co-curricular activities (athletic and non-athletic) for the remainder of the school year.

IV. Substance Abuse Team

In each of the schools the Principal shall form a Substance Abuse Team which shall screen students who refer themselves and students who are referred by staff for suspected drug and/or alcohol abuse problems. The membership of the team and the procedures to be used by the team will be developed by the building principal and announced in writing to the building faculty and staff, and the Superintendent.

V. Notification

Parents and students will be given a copy of the standards of conduct and disciplinary sanctions contained in this policy, and will be notified that compliance with the standards of conduct is mandatory.

Alcohol and Drug-Free Workplace

No employee will unlawfully manufacture, distribute, dispense, possess or use alcohol or any drug on or in the workplace. "Drug" means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal statute or regulation.

"Workplace" means the site for the performance of work for the school district, including any school building or any school premises and any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities. It also includes off school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the school district.

As a condition of employment, each employee will notify the Superintendent in writing of his or her conviction of any criminal drug statute for a violation occurring on or in the workplace as defined above. The employee must notify the Superintendent no later than five days after such conviction. Entry of a nolo contendere plea shall constitute a conviction for purposes of this policy, as will any judicial finding of guilt or imposition of sentence. Within 10 days of notification from an employee, or receipt of actual notice of an alcohol or drug conviction, the Superintendent will notify any federal or state officers or agencies legally entitled to such notification.

As a condition of employment, each employee must abide by the terms of the school district policy respecting an alcohol and drug-free workplace.

An employee who violates the terms of this policy will be subject to disciplinary action, including but not limited to satisfactory participation and completion in an alcohol or drug abuse assistance

or rehabilitation program approved by the Board, nonrenewal, suspension or termination at the discretion of the Board.

The Board will take such action in accordance with district policies and regulations as well as applicable state and federal law.

The Superintendent will establish an alcohol and drug-free awareness program in the district to include information on the dangers of drug abuse in the workplace, the district's policy on an alcohol and drug-free workplace and any alcohol or drug counseling available to employees as well as any available rehabilitation and employee assistance programs.

A copy of this policy will be given by the Superintendent or his or her designee to each district employee.

The Superintendent or his or her designee will conduct a biennial review of the district's student and employee drug prevention programs as required by the Drug-Free Schools and Communities Act. The review will determine the effectiveness of the prevention programs and the consistency of the enforcement of disciplinary sanctions. Following each review, required changes will be implemented.

ADOPTED: April 27, 1993

ORWELL TOWN SCHOOL DISTRICT