

Bandon School District Drug Screening Program

Overview

This Administrative Regulation establishes and requires participation in a random drug-screening program for all students who participate in extracurricular athletics and activities at Harbor Lights Middle School (HLMS). As of the 2017-2018 school year these activities are: Football, Volleyball, Cross Country, Basketball, and Track. While participation in athletic and other school sponsored activities are optional, participation in this program is not optional for those students who want to be involved in athletics and activities.

The student and his/her parent(s) or guardian(s) must annually sign a consent form before participation in athletics and activities will be allowed. The consent form allows the student to be randomly drug screened at any time during the sport season or duration of involvement in the activity. The program will screen for illegal substances by the use of urinalysis (for drugs) and by way of breathalyzer for alcohol. For urinalysis, the specimen will be collected by a trained collector using standard guidelines that provides for individual privacy while ensuring the integrity of the test. Each non-positive result will be shared with the student, his/her parent(s) or guardians(s), the Principal, and the Athletic Director. Test results will be confidential and will not be used for any purpose other than those of the program. If a positive test result is confirmed the student and his/her parent(s) or guardian(s) will have an opportunity to meet and explain any positive results before the results are declared as a verified positive. Test results will be shared with the HLMS Principal and Athletic Director. The Principal and Athletic Director will share results with other staff on a need to know basis only. Students with verified positives tests shall be subject to discipline per the athletic code of conduct.

Relevant Board Policy

In paraphrased form, policies of the Bandon School District #54 say:

Students have a right to attend school in an environment conducive to learning. Since drug, alcohol, and tobacco use is illegal and interferes with both effective learning and the healthy development of children and adolescents, the school has a fundamental legal and ethical obligation to prevent drug use and to maintain drug-free educational environments. (Board Policy IGAEB; JFCI)

Statement of Purpose

To assist in fulfilling the above district policies, goals, and obligations, this administrative regulation requires all students who desire to be involved activities at HLMS to participate in the random drug-screening program herein established.

To help ensure the health, safety, and welfare of extracurricular student athletes by helping to prevent and/or reduce use of illegal substances.

To prevent students from using or participating in the use of illegal substances. Such activities are illegal and can cause students to both endanger their health and the health of others. Furthermore it can cause students to face legal issues that can hinder and/or hurt their future. As defined in Bandon School Board policy JFCH/JFCI, "under the influence means at any time available tests can detect the illegal substance in the student-athlete's body."

This program is not intended to be disciplinary or punitive in nature. Disciplinary and punitive programs already exist. This program is in addition to all such programs and has no effect on the other programs. However, no student shall be disciplined as a result of any verified positive test conducted under this program other than stated herein. This program does not affect the current policies, practices, or rights of the Bandon School District, Harbor Lights Middle School, or its athletic department with respect to drug possession or use, where reasonable suspicion or proof is obtained by means other than drug screening through this program. Information gained from other programs and under other policies may be used in this program.

Program Goals

The goals of this program are to help prevent and/or reduce the use of illegal drugs among all HLMS students by focusing on those involved in athletics and activities. This program will:

1. Help prevent use of illegal substances by making it easier for students to say no;
2. Help reduce use of illegal substances by making it easier for students to say no;
3. Educate the students further in the effects and consequences of using illegal substances;
4. Assist those students who might be using illegal substances to stop;
5. Not allow students to participate while under the influence of illegal substances;
 - a. Help protect the student from the health-related risks of drug and alcohol use;
 - b. Help protect the student from injury;
 - c. Help protect team/activity members and competitors from injury
6. Promote the image of students who participate in extra-curricular activities as role models and leaders in the eyes of other students and the community.

Scope

This program will include all students in grades 6-8 who participate in school sanctioned extracurricular athletics and activities at HLMS.

The reasons for this selection include:

1. Athletic participation and involvement in activities is voluntary. It is a privilege. It is not a right.

2. As an extracurricular activity, credit is not awarded for participation. Thus possible denial or restriction of the privilege to participate under this program would not affect a student's graduation.
3. The possibility of injury is greater in athletics and certain activities than in classroom activities.
4. Students participating in extra-curricular activities already have additional requirements placed on them that are above and beyond those of other students, including:
 - a. Harbor Lights Middle School's athletic code;
 - b. Team/Chapter rules;
 - c. Dress codes;
 - d. Grade and credit requirements (HLMS, Activity/Club, District).
5. Students participating in athletics are already required to provide medical/physical information (i.e. athletic physical) so that the school can help ensure their health, welfare, and safety. As provided by law, participants who have been, or who are taking, prescription medication shall not be required to provide such information prior to testing.
6. The community, other students and the school itself have a higher expectation of athletes and students in leadership positions. They are leaders and role models.

Procedures

This program will be administered by the superintendent's designee (hereafter called program manager) who will have the authority to develop school rules and guidelines as needed to implement this program.

1. Registration

Each student who desires to participate in athletics and activities covered by this program must sign, have his/her parents(s) or guardian(s) sign, and return the consent form prior to participation in any athletic activity. Failure to return the form will result in no participation of any type including, but not limited to, practices and competitions.

This form needs to be completed annually. The student, once signed up, will be subject to possible random selection for drug screening during the periodic testing throughout the sports season(s) or duration of activity(s).

A student may withdraw from this program by written request signed by the student and a parent or guardian. Once withdrawn from the program, the student may not participate in HLMS athletics or activities again until he or she re-registers. To re-register a new consent form must be completed and the student must request (at the student's/parent's expense) a drug screen to be administered and the student must test negative during the screen. This process can take a week or longer.

2. Selection

Selection of students to be screened will be a random selection of up to 20% of the athletes in any given sport performed by the Superintendent (or their designee) from the pool of students who have turned in their consent forms. Testing will generally occur during the school day during the regular school year. It can, however, occur during practices, before or after school, and on weekends. Testing can also occur at any time during the year including fall practices in August that occur before classes begin.

3. Tests and Substances Tested

This program will test for illegal substances by the use of urinalysis. Nearly all, if not all, samples will be screened and tested for the following six classes of drugs: Amphetamines (including methamphetamines), barbiturates, benzodiazepines (such as Librium and Valium), cocaine, THC (marijuana), and opiates. The district and HLMS, however, maintain and reserve the right to test for any and all illegal drugs and are not limited by this listing. Current standards and testing procedures will be used in testing samples. Testing materials will be provided by modern, reputable agencies.

4. Prescription Medication

Students taking prescription medication may provide a copy of the prescription or a doctor's verification in a sealed envelope to the program manager or collector at the time a sample is collected or within 72 hours of the sample being collected. That envelope will be forwarded unopened to the testing lab with instructions for the lab to consider the student's use of such medication to assure the accuracy of the result. Such information provided by the student will not be disclosed to any school official. Students who refuse to provide verification and test positive will be subject to the actions specified for "positive tests".

5. Collection Procedures

Each student selected for a drug screen will receive a thorough explanation of the screening process by the program manager or their designee (referred to as the "collector") administering the drug screen. **At the time of the screening, any student taking a prescription medication should disclose the use of any medications, prescription or over-the-counter.** Using standard collection procedures, the collector will provide for individual privacy for the student to produce the urine specimen, unless there is reason to believe the student may attempt to alter or substitute the specimen. Strict procedures are followed to ensure the integrity of the specimen.

A) Students subject to screening shall present their identification to the collector and/or have their identities verified by the designated HLMS administrator or other designated district personnel.

B) Students will be asked to remove outer garments such as coats and gloves and must leave backpacks and purses outside of the collection area. Students must wash and dry their hands before providing the urine specimen. These procedures must be completed in the presence of the test administrator and collector.

C) Students will be given a choice of at least two sealed drug-testing kits. The student's selected kit shall be opened in full view of the student by the collector. The student shall then be directed to a private area to produce a urine specimen of at least 45 ml. After testing, the student must present the specimen to the collector prior to washing his/her hands or flushing the toilet. The collection and screening process shall be performed in a manner that protects student privacy to the maximum extent consistent with ensuring the validity and accuracy of the test results.

Students will be allowed up to four hours to provide a urine specimen. If the student is unable to provide the specimen in that time, he or she will be required to return at a later time as determined by the program manager to provide the specimen under a higher degree of supervision with the requirement of an additional drug screen to deter any possibility of alteration or substitution of specimens.

6. Chain of Custody

The collector will check the specimen for obvious adulterations and record the temperature of urine samples on the chain of custody form.

7. Drug Test Results

The following procedures will be used for all screens performed under this program:

a. All Results

The results of the drug screen and the student's name as well as who has been tested is confidential information. Results will only be shared with the student, his/her parent(s) or guardian(s) and in the case of non-negative results with the coach or advisor, athletic director, and Superintendent on a need to know basis. No staff member other than the program manager is to share any information about specific students gained from this program with anyone. If asked and he or she feels the need to respond, the student's coach/advisor shall only refer concerned party to school administration.

b. Negative Results

If the results of a drug screen are negative (clean) for all illegal substances screened on the panel then no action will be taken.

c. **Non-Negative Results**

If the results of the drug screen are non-negative for any substance screened under this program, the program manager will be notified by the collector of the non-negative result. The program manager will notify the student and his/her parent(s) or guardian(s) within 12 hours and if necessary arrange a meeting with the student and his/her parent(s) or guardian(s) to discuss the results. At this meeting the parents and student can, if they desire, present evidence that the positive results were due to prescribed medication or other reasons. It is then up to the student and their parents, if they choose to, to prove that the positive results were result of prescription medication, or take an additional drug test within 48 hours through an approved medical facility. The preferred facility to use for testing is Coast Community Health Center, but the student and their parents may choose an alternative certified drug testing facility. The student will be suspended during the process until a clean drug test is submitted to the program manager.

d. **Verified Positive Results**

If the test is verified as positive, the program manager will:

1. Meet with the student and his/her parent(s) or guardian(s) to provide information, suggestions, and/or resources that may be of assistance to the family.
2. Review and require the student to follow the required steps as stated in the Diversion Program for their violation prior to their reinstatement in to that sport or activity.

8. No Show for a Test, Refusal to be Screened

A student who does not show up to be drug screened when requested or refuses to be drug screened will be treated as if he/she has a verified positive.

Financial Responsibility

- a. Under this program all initial screening will be included in the pay to participate fee charged to students. Students will be screened on a random basis during the duration of their involvement in extracurricular activities.
- b. All random screening done will be paid for by the Bandon School District.
- c. Requests for an appeal for another test of a positive specimen are the financial responsibility of the student and his/her parent(s) or guardian(s).
- d. Counseling and/or treatment by non-school agencies that may be required as part of the diversion program are the financial responsibility of the student and/or his/her parent(s) or guardian(s). (Refer to Diversion Program for potential counseling and/or treatment requirements)
- e. Re-registration screening and/or follow-up screening requested by the student or his/her parent(s) or guardian(s) are the financial responsibility of the student and his/her parent(s) or guardian(s).

Education Component

The program manager will hold meetings with each coach or advisor and their teams to review this policy. Further education regarding substance abuse will also be provided. The program manager shall plan this meeting with the coach or advisor and athletic director. Additional meetings may be called to provide more educational opportunities.

Confidentiality

Under this drug screening program, any staff, coach, assistant, volunteer, or sponsor of or with a HLMS athletic team or specified activity who may have knowledge of the results of a drug screen done through this screening program are subject to confidentiality and unable to disclose information about the student or results of any test or the disposition of the student involved other than in the case of a legal subpoena being made upon the person. This again underscores HLMS's commitment to confidentiality with regard to this program.

1st Verified Positive Screen

Will result in a twenty-one (21) calendar day suspension from competition and/or travel with their organization. Two (2) follow up drug screens (one every three (3) weeks) after the first positive screen at the student's own expense are required. Levels of illegal substance in the student's system will be expected to drop at a medically acceptable rate. All students should show a clean screen by the second follow up screen. The student must also complete the diversion plan reflected below within twenty-one (21) calendar days. If the student fails to complete the diversion plan in this time period the suspension will continue until all steps are completed and the Compliance Check Off List is submitted to a Diversion Committee. The student will be required to attend and participate in all practices while suspended unless advised by testing coordinator or medical authorities.

Diversion Plan

- Step #1 – The student will gain knowledge concerning the social and medical implications of use by interviewing one law enforcement officer **and** one medical professional. The student shall keep notes of the interview, to be shared with the Diversion Committee.
- Step #2 – The student shall write a **800-1000 word research paper** (double paced, 12 sized font, 1 inch margins) discussing and supporting non-use of controlled substances.
- Step #3 – The student will attend one Narcotics Anonymous and one Al-Anon meeting with their parent or guardian. Information as to dates and times of meeting will be provided to student and parent or guardian by the program manager. Upon attending these meetings the student will write a two page summary of what they learned and present this to the program manager.
- Step #4 – Evaluation by the program manager of the student's performance in the diversion program and check off lists completed.

2nd Verified Positive Screen

Will result in a sixty-three (63) calendar day suspension, **while school is in session**, from competition and/or travel with their organization. Two (2) follow up drug screens (one every three (3) weeks) after the first positive screen at the student's own expense.

The student must also complete the diversion plan within sixty-three (63) calendar days. If the student fails to complete the diversion plan in this time period, the suspension will continue until all steps are completed and the Compliance Check Off List is submitted to the program manager. In addition, the student must, at his/her own expense, enroll in, and at the first available date, complete the ADAPT program. A detailed description of this program is located at the end of this policy.

3rd Verified Positive Screen

Will result in a one (1) calendar year suspension from competition and/or travel with their organization. The student will be subject to one (1) drug screen per month for the duration of the suspension at the student's own expense. The student must also complete the diversion plan listed above within one (1) calendar year. If the student fails to complete the diversion plan in this time period, the suspension will continue until all steps are completed and the Compliance Check Off List is submitted to the program manager. In addition, the student must, at his/her own expense, enroll in and at the first available date complete a more serious drug education program offered through the local ADAPT program. A detailed description of this program is located at the end of this policy.

4th Verified Positive Screen

Will result in a permanent suspension from activities at Harbor Lights Middle School.

ONE TIME ONLY – Voluntary Student Admission

If, at the time of the first drug screen, a student voluntarily admits that he/she will test positive, that student, together with his/her parent/guardian will then sign a voluntary student admission form declaring the student positive for a controlled substance and subject to follow up screening at his/her own expense every 3 weeks for two (2) successive screens from the day the student declared him/herself positive. The student will also be required to complete the Diversion Plan. However, as soon as the plan is completed they will be allowed to return to competition. This option is only available to a student one time throughout their entire high school career at HLMS.

Prescription Medication

Students taking prescription medication may provide a copy of the prescription or a doctor's verification in a sealed envelope to the program manager or collector at the time a sample is collected or within 72 hours of the sample being collected. That envelope will be forwarded unopened to the testing lab with instructions for the lab to consider the student's use of such medication to assure the accuracy of the result. Such information provided by the student will not be disclosed to any school official. Students who refuse to provide verification and test positive will be subject to the actions specified for "positive tests".

Suspensions

Suspensions carry over from season to season and from one school year to the next, including over the summer. Violations are cumulative over the student's high school career. Every student entering HLMS for the first time will start with a clean record.

Harbor Lights Middle School, Bandon School District #54

Athletic & Activity Code and Random Athletic Drug Screening Program Registration Request and Consent Form 2017-2018 School Year

I have received and read the Harbor Lights Middle School Athletic and Activity Code that govern participation in all extracurricular activities sanctioned by Harbor Lights Middle School (HLMS) and the rules and provisions stated therein. I have also read and understand the Bandon School District's Random Drug Screening Policy for students who desire to participate in athletic and extra-curricular programs at HLMS. I understand that I will receive these documents and sign this acknowledgement only once during the current school year and that this agreement is in force for participation in each sport and/or activity for the entire school year.

I understand that participation in extracurricular activities at HLMS is a privilege and not a requirement. I further understand that in order to participate in activities at HLMS I must participate in the random athletic drug screening program.

I agree to participate in the drug screening program and to be subject to its terms until such time that I graduate, permanently leave HLMS, or formally withdraw from the program. I accept all aspects of the program and I agree to be drug screened when and if I am selected during the school year.

I understand that the results of all drug screens will be confidential and used for no other purpose than in the program. I agree and consent that the results of my drug screen will be disclosed to the HLMS manager of the drug-screening program, and through him/her to my parent and me. In the case of a verified positive result, I further agree and consent to disclosure of information to my coach/advisor, the HLMS Athletic Director, and the Superintendent on a need to know basis.

Furthermore, I understand that this drug screening program does not supersede Bandon School District Policy JFCH/JFCI in regards to being in attendance at school events while under the influence of illegal substances.

Student Consent Form

Student's Signature _____ Date _____

Student's Printed Name _____

Parent Consent Form

I have received, read, and understand the "Random Drug Screening Policy." As the parent or legal guardian of the above named student, I agree to the terms of the program and give my permission and consent for him/her to participate in the drug-screening program.

Parent/Guardian's Signature _____ Date _____

Parent/Guardian Printed Name _____

Student and Parent: Detach this page after signing and dating and return it to the Harbor Lights Middle School office. Keep the policy for your reference.