

REGULATION

FRANKLIN TOWNSHIP BOARD OF EDUCATION

File Code: 5131.6

DRUGS, ALCOHOL, TOBACCO (Substance Abuse)

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. Teachers 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. Teachers and administrators 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

Teaching staff members will be alert to the signs of a pupil's involvement with drugs, alcohol, or steroids including; impaired health or fatigue; excessive truancy or tardiness; lower grades; depressed appetite or loss of weight; extremes; 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. A behavior checklist is provided for each referral that is made with reference to possible drug, alcohol or steroid use.

Concerns over student use of chemicals outside of school and away from school-related activities may be passed on, via use of the referral and/or behavior checklist, to a core team member, guidance counselor, substance awareness coordinator, the school nurse or any administrator who can follow through on the process of investigating nonemergency cases of suspected drug, alcohol, or steroid involvement.

- A. In instances involving intoxication either in school or at a school-sponsored activity by alcoholic beverages, controlled dangerous substances or any chemical or chemical compound as identified in N.J.A.C. 6A:16-4.1(a), the following shall apply:

1. Any professional staff member to whom it appears that a pupil may be under the influence of alcoholic beverages or other drugs on school property or at a school function shall report the matter as soon as possible to the school nurse, chief school administrator or designee.

In the absence of the chief school administrator, his/her designee shall be notified; and in instances where the school nurse, or the chief school administrator are not in attendance, the staff member responsible for the school function shall be immediately notified.

2. The chief school administrator or his/her designee shall immediately notify the parent/guardian and the superintendent and arrange for an immediate examination of the pupil. The examination may be performed by a physician selected by the parent/guardian or by the medical inspector. If the chosen physician is not immediately available, the pupil shall be accompanied by a member of the school staff, designated by the chief school administrator, to the emergency room of the nearest hospital for examination. If available, a parent/guardian should also accompany the pupil.
3. If, at the request of the parent or legal guardian, the medical examination is conducted by a physician other than the medical inspector, such examination shall not be at the expense of the district board of education.
4. Provisions shall be made for the appropriate care of the pupil while awaiting the results of the medical examination.
5. A written report of the medical examination shall be furnished to the parent/guardian of the pupil, the principal and the superintendent by the examining physician within 24 hours.
6. If the written report of the medical examination is not submitted to the parent/guardian, chief school administrator within 24 hours, the pupil shall be allowed to return to school until such time as a positive diagnosis of alcohol or other drug use is received.
7. If there is a positive diagnosis from the medical examination indicating that the pupil is under the influence of alcoholic beverages or other drugs, the pupil shall be returned to the care of a parent/guardian as soon as possible. Attendance at school shall not resume until a written report has been submitted to the parent/guardian of the pupil, the chief school administrator from a physician who has examined the pupil to diagnose alcohol or other drug use. The report shall certify that substance abuse no longer interferes with the pupil's physical and mental ability to perform in school. In addition, the staff member shall complete the violence, vandalism and substance abuse incident report.
8. A student will be disciplined in accordance with guidelines outlined in the discipline procedure manual when involved in drug-related activities while in school or involved in a school-sponsored activity.

9. The student and parent/guardian will be advised by the substance abuse coordinator (SAC) of available counseling and support services in the community which are approved by the county LACADA or the state department of health. Individual referrals will be made as appropriate.
10. The board of education shall provide for in-house assessment of student drug and alcohol concerns, as well as instruction, counseling, and related services for that student and/or family members. These counseling interventions will be offered by the substance awareness coordinator and/or core team members who are trained in drug and alcohol prevention, intervention, and after-care procedures.
11. While the student is at home because of disciplinary and/or medical reasons, the child study team will intervene to determine the student's eligibility for home instruction, develop an IEP, and provide additional assessment if needed. The child study team will assess the student's eligibility and need for special education and/or related services.
12. The core team, substance awareness coordinator, crisis counselor, or other staff member assigned to monitor the student's stability, progress, and possible re-entry into the daily school routine shall be responsible to keep all appropriate school personnel informed of the status of the student referral. Staff should work in close cooperation with the pupil's parents/guardians in an effort to fully support the student.

B. In instances involving anabolic steroids:

1. Whenever any teaching staff member, school nurse or other educational personnel of any public school shall have reason to believe that a pupil has used or may be using anabolic steroids, that teaching staff member, school nurse or other educational personnel shall report the matter as soon as possible to the school nurse or medical inspector, as the case may be, or to a substance awareness coordinator, and to the principal or, in his or her absence, to his or her designee.
2. The chief school administrator or his/her designee shall immediately notify the parent or guardian and shall arrange for an examination of the pupil by a doctor selected by the parent or guardian or by the school nurse. The pupil shall be examined as soon as possible for the purpose of diagnosing whether or not the pupil has been using anabolic steroids.
3. A written report of that examination shall be furnished by the examining physician to the parent or guardian of the pupil and to the chief school administrator.
4. If it is determined that the pupil has been using anabolic steroids, the pupil shall be interviewed by a substance awareness coordinator or another appropriately trained teaching staff member for the purpose of determining the extent of the pupil's involvement with these substances and

possible need for treatment. In order to make this determination, the coordinator or other teaching staff member may conduct a reasonable investigation which may include interviews with the pupil's teachers and parents. The coordinator or other teaching staff member may also consult with such experts in the field of substance abuse as may be necessary and appropriate.

5. If it is determined that the pupil's involvement with and use of these substances represents a danger to the pupil's health and well-being, the coordinator or other teaching staff member shall refer the pupil to an appropriate treatment program which has been approved by the Commissioner of Health.

C. Implementation

1. Transportation to a physician's office or medical center will be provided by the district, if parents/guardians are unable or unwilling to take their child to the physician's office.
2. Service will be accessed by contacting the student support office (768-5108).
3. A minibus will be available within 30 - 60 minutes to transport student(s) who need medical interventions such as drug and alcohol examination, physicals for child study team (CST) placements, etc.
4. A staff member must accompany the student being taken from school for any reason. The bus driver is responsible for transporting the student only.
5. No faculty member should transport a student in his/her own car, as coverage for damages
6. A parent/guardian notice of steps for re-entry must be given or mailed to the parents/guardians of students suspected of being "under the influence of drugs and/or alcohol" while in school.
7. The physician will send the results of the drug screening to the chief school administrator to disseminate to the administration for the implementation of board policies (drug-free school and discipline).

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 chief school administrator, or in his/her absence, to his/her designee.
- B. The chief school administrator, 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 chief school administrator shall immediately notify the pupil's parent/guardian.
- D. The law enforcement authorities shall be notified in accordance with provisions established by N.J.A.C. 6A:16-6.1et 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 referral to community treatment services may be warranted.
- E. The chief school administrator will initiate referral to the guidance counselor, or to the Intervention & Referral Services team for purposes of documentation of all drug, alcohol, or steroid incidents.
- F. While the student is at home because of disciplinary and/or medical reasons, the child study team will intervene to determine the student's eligibility for home instruction, develop an IEP, and provide additional assessment if needed. The child study team will assess the student's eligibility and need for special education and/or related services.
- G. The violence, vandalism and substance abuse incident report is to be completed by the chief school administrator.

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, guidance counselor and school supervisor. 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.
- B. Disciplinary referrals, or cases which involve discovery of student chemical use by students, teachers, administrators, and other staff persons, will be recorded in student disciplinary files. Only the content of student disclosures made thereafter to the guidance counselor will be kept as a part of the confidential 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, or anywhere within school boundaries, or on school buses, or when on 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;
- B. Required urine screening and/or blood test to determine presence of alcohol and other drugs, when observation of student behavioral indicators suggest the possibility of intoxication.

Offense

Penalty

1. Possession of drug paraphernalia, not containing any controlled dangerous substance otherwise identified in N.J.A.C. 6A:16-4.1(a)

- First offense
- a. Parents/guardians notified
 - b. Referral to Guidance Counselor for assessment and recommended action plan
 - c. Possible referral to I&RS team

Second offense
Two-day suspension plus all of the above

Third offense
External suspension plus b. and c.

2. Possession of alcohol, drugs, steroids, or substances identified in N.J.A.C. 6A:16-4.1(a)

- First offense
- a. Parents/guardians notified
 - b. Ten-day suspension
 - *c. Police informed and appropriate action taken

Second offense
All of the above plus an expulsion hearing before the board

3. Under the influence of alcohol, drugs, steroids or substance identified in N.J.A.C. 6A:16-4.1(a)

- First offense
- a. Parents/guardians notified
 - b. Immediate medical examination including urinalysis and/or blood test to verify use and determine extent of use

Offense

Penalty

- 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.
(Possible urinalysis with negative result may be required upon return to school.)
- e. Student and parent/guardian referral to counseling for treatment, after-care, and re-entry plan

Second offense
All of the above plus an expulsion hearing before the board

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| 4. Distribution, transferring, or selling controlled dangerous substance or possession of amount large enough to indicate possible intent to distribute, transfer or sell | 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 |
| 5. Conviction for violation of the drug abuse law committed off school property | First offense
a. Parents/guardians notified
b. The school will take whatever action it believes is necessary to protect the rights and well-being of the entire student body |
| 6. Students who are found exhaling smoke, or possessing cigarettes or smoking paraphernalia | First offense
a. Parents/guardians notified
b. Suspension and/or referral to Guidance Counselor for assistance in quitting
Second offense
a. Phone call to parent/guardian
b. Suspension
c. Referral to counseling
d. Required notification to parents/guardians and/or pursuit of \$100 fine, pursuant to <u>N.J.S.A. 26:3D-20</u> |

Date adopted: 8/29/11