

Benton Community School Corporation (BCSC)

Random Drug Testing and Education Policy

The Benton Community Schools Mission

To assist in achieving the philosophy of the Benton Community School Corporation (BCSC) Board of School Trustees, the Random Drug Testing and Education Policy has been developed. Results of studies done in the community have shown that education alone is not effective in combating substance abuse. BCSC believes that a combination of a random drug testing policy and an education policy will help deter substance abuse. The school board has developed as its mission a commitment to provide a safe and secure educational environment for all students. As a means to achieve this goal, the board has created a policy dedicated to the detection, treatment, and prevention of substance abuse by students in grades 7-12.

Student Groups

The BCSC Random Drug Testing and Education Policy has been developed for students that are classified under the following groups:

1. Student drivers
2. Volunteer students (parent/guardians may volunteer their child for drug testing)
3. Students who participate in the following activities:

Competitive/Performance Activities: A school sponsored club/organization that competes against, or could compete against, other schools in an organized, recognized competitive circuit, or has a performance component directly related to the activity. Participation is voluntary and academic credit is not given as a result of participation.

- All Junior High and High School sports
- Any performance group that participates in competitions
- Any academic group that participates in competitions
- Any organization that performs

Non-Competitive Activities: An organized activity in which participation is voluntary and academic credit is not given as a result of participation. This designation is given for school clubs and service organizations. It is assumed that these organizations exist throughout the school year.

- Non-competitive student clubs

Co-Curricular Activities: An activity in which participation is a required component of a junior high or credit-carrying high school course in which the student is concurrently enrolled.

- Solo/Ensemble Festival
- Evening/Weekend Music Performances (through music classes)
- Out-of-school Music Rehearsals (through music classes)

* New activities will be assigned to one of these three categories by the principal/administrative designee.

This policy has been developed due to the concern for the safety and welfare of students as well as all others in the community. The policy was created by a committee of administrators, the athletic director, school board members, and the superintendent.

Introduction

The effective date of this program is August 2016.

Purpose

The purpose of this policy is to provide a program devoted to the detection and the prevention of illegal use of alcohol, tobacco, and illegal substances. This random drug testing and educational program is not intended to be disciplinary or punitive in nature. The purpose of this program is to prevent students from the illegal use of alcohol and drugs and to educate and direct students away from

drug and alcohol use toward a healthy lifestyle. No student will be expelled from school as a result of the random testing under this policy.

Drug Testing and Education

For the safety and welfare of the students of BCSC, and to promote drug-free lives both during and following high school, BCSC adopts a random drug testing and education program for students in grades 7-12 who are involved in activities as stated. Consent to participate in the random drug-testing program is a prerequisite for a student's involvement in all student groups previously stated. Testing is a condition for involvement in these activities. Drug usage is incompatible with the training rules for athletes and cheerleaders. Drug usage increases the risk of injury to the user as well as to others.

Likewise, student drivers are affected by drug usage. Slow reaction time, dulled senses, and impaired judgment are a lethal combination for student drivers. These factors compounded by a lack of driving experience create a deadly situation. The driver's welfare, as well as the welfare of others, is compounded when under the influence of drugs.

As part of the program, students will receive instruction in the dangers of drug and alcohol use. This random drug testing and education program is intended to be a part of the student's physical and social education at BCSC.

Consent Form

It is mandatory that each student who wishes to participate in any covered activities stated sign and return the consent form prior to participation in any covered activity. Failure to submit the consent form will result in non-participation.

Each activity participant shall be provided with a consent form which must be signed and dated by the participant and by his/her parent/guardian. (*Note: A student who is at least eighteen (18) years of age does not need a parent signature by law.*) In so doing, the student is agreeing to participate in the random drug testing for Benton Community Schools. Completed forms must be turned into the Main Office during registration. If a student does not have a consent form on file and joins one of the student groups that is part of the random drug testing pool, then the student must turn in a consent form prior to being permitted to participate in the activity.

Consent forms are valid for the student's entire Benton Central career, unless the student withdraws or the administration receives a written request to remove the student from the testing pool. New students (enrolling or re-enrolling) at Benton Central during the current year must sign a consent form prior to participating in any covered activity.

Drug Education

Each year, the administration of Benton Central Junior-Senior High School will present the Random Drug Testing and Education Policy to the students during the beginning of year meetings. The harmful effects and consequences of alcohol and other drug abuse will be highlighted. The process for the random drug testing will be explained, and the consequences student alcohol and drug use will be outlined.

On the day of a random drug test, the principal/administrative designee will review the consequences for a positive test with all students selected from the pool prior to starting any collection.

Testing Procedures

The selection of participants will be done randomly by a designated collection agent and selection will be made from time to time throughout the school year. Testing may occur on any day. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Upon receipt of the consent form, each student will be assigned a number that will be placed in the random drawing.

The principal/administrative designee will keep the master list of student names and will provide a list of numbers (without names) to the designated testing company for their random selection.

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 use test, a student will be required to provide a sample according to the quality control standards and policy of the designated collection agent. Refusal to take the test will result in exclusion from participating in extracurricular/co-curricular activities or driving onto school property for the equivalent time as a positive test. Each refusal will be equivalent to an additional violation.

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

The specimens will then be turned over to the laboratory following chain of custody guidelines, and each specimen will be tested for alcohol, nicotine (excluding student drivers), and other drugs listed as controlled substances under the State of Indiana and may include "performance enhancing" drugs such as steroids.

The laboratory selected must follow the standards set by the Department of Health and Human Services and be certified under the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of the Accreditation of Healthcare Organizations (JCAHO).

Chain of Custody

The designated collection agent will set up the collection environment, guarantee specimens, and supervise the chain of custody.

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 will not be allowed to go to a locker.

Before the student's sample is tested by the laboratory, students will fill out, sign, and date a chain of custody form which is required by the designated collection agent. The chain of custody form signed by the student verifies that the sealed sample is his/hers, and they are releasing that sample to the certified collection officer. The student will also initial the specimen, verifying that it is his/hers. The student should notify the school nurse or administrator that he/she is taking any medication.

Results sheets will be locked and secured in a location to which only the principal/administrative designee will have access.

Test Results

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

1. The lab testing company verifies that the test shows that drug residues are in a student's system.
2. The student cannot produce a sample according to testing procedures.
3. The student voluntarily admits to having drug residues in his/her body.
4. The student withdraws his/her name to avoid the random drug test, then immediately signs another consent form to be reinstated to the student group in which he/she participates.

The principal/administrative designee will be notified if a student tests positive. 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 a positive test. In addition, the student or parent/guardian may appeal by requesting that the same sample from the split specimen be tested again by the certified lab or an alternate lab of their choice, at a cost to the student or his/her parent/guardian.

Consequences

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 confidential to protect the identity of all students being tested.

In case of co-curricular activities such as choir, band, and FFA, if the suspended activities constitute a portion of the student’s grade, an alternative assignment will be given to maintain student progress with no academic penalty.

Any student 18 years of age or older who tests positive for tobacco only will retain the privilege of driving to school. Any student who is “volunteer only” and tests positive will have his/her parent/guardian contacted. If the student then chooses to join a student group, they will serve the appropriate suspension prior to gaining full participation rights. A student who participates in multiple activities and has a confirmed violation will have the appropriate penalty enforced for each activity (i.e. competing in two sports at the same time or clubs or organizations). Suspensions resulting from a violation occurring outside of a student’s sport or activity season will be enforced at the beginning of their next season of participation in which they have previously participated. Penalties not completed will carry over from season to season and from school year to school year until fulfilled.

In any extracurricular activity where the suspension will result in less than one event as calculated from the percent deduction, there will be a suspension from one event. All other fractional suspensions resulting from the percent deduction will follow standard conventions of rounding (i.e. 1.5 events = suspension from 2 events; 1.49 events = suspension from 1 event)

If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all competitive and non-competitive extracurricular activities, co-curricular activities, athletics, and student driving/riding for one calendar year. This will be reported to the parent/guardian.

It is understood that some young teens may make poor choices during their seventh and eighth grade years due to immaturity; therefore it is the policy of BCSC to start the ninth grade year with a clean slate. If a student has tested positive in seventh or eighth grade, he/she may participate in activities at the start of the ninth grade school year.

A confirmed violation may result in the following restrictions:

	Competitive/Performance Activity	Non-Competitive Activity	Co-Curricular Activity	Student Drivers (excluding nicotine violation)
1st Violation	<p>Student is suspended for twenty-five percent (25%) of the competitions or performances from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to ten percent (10%) of the competitions or performances from the day that results are received that confirm a violation.</p>	<p>Student is suspended from participation for a minimum of fifteen (15) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to ten (10) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p>	<p>Student is suspended from participation for a minimum of fifteen (15) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to ten (10) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p>	<p>Student is suspended from driving for a minimum of fifteen (15) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>

	Competitive/Performance Activity	Non-Competitive Activity	Co-Curricular Activity	Student Drivers (excluding nicotine violation)
2nd Violation	<p>Student is suspended for one-hundred percent (100%) of the competitions or performances from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to fifty percent (50%) of the competitions or performances from the day that results are received that confirm a violation.</p>	<p>Student is suspended from participation for a minimum of ninety (90) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to forty-five (45) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p>	<p>Student is suspended from participation for a minimum of ninety (90) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>If a student successfully completes a substance abuse program approved by the principal/administrative designee, the student can apply to the principal/administrative designee for a reduction in suspension to forty-five (45) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p>	<p>Student is suspended from driving for a minimum of ninety (90) school days (and corresponding weekends) from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>
3rd Violation	<p>Student is suspended from participation in all competitive/performance activities for 365 days from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from participation in all non-competitive activities for 365 days from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from participation in all co-curricular activities for 365 days from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from driving for 365 days from the day that results are received that confirm a violation.</p> <p>Drug and alcohol counseling is recommended.</p>
4th Violation	<p>Student is suspended from participation in all competitive/performance activities for the remainder of his/her high school career.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from participation in all non-competitive activities for the remainder of his/her high school career.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from participation in all co-curricular activities for the remainder of his/her high school career.</p> <p>Drug and alcohol counseling is recommended.</p>	<p>Student is suspended from driving for the remainder of his/her high school career.</p> <p>Drug and alcohol counseling is recommended.</p>

Reinstatement

Prior to regaining eligibility status in any category, the student must have obtained a negative test.

Students who have a confirmed violation may report to the office to provide a new sample. The principal/administrative designee will send the new sample to the lab testing company for results. The student/parent/guardian will be notified by the principal/administrative designee of the results upon receipt from the testing company.

If a student/parent/guardian would prefer to have the student take the test at a different testing lab, the test will be the financial responsibility of the student/parent/guardian. The principal/administrative designee must receive the documentation directly from the

testing company. Home/store purchased testing kits/results will not be accepted. This test must be an equivalent test (testing for the same substances that were tested for in the random drug test).

Reduction of the length of suspension by the principal/administrative designee, within the suspension period, cannot occur until the school receives written documentation of the student's successful completion of a substance abuse program approved by the principal/administrative designee or a recommendation to return to the student's practice activities by the substance abuse counselor and approved by the principal/administrative designee. Counseling and subsequent treatment by non-school agencies is also the financial responsibility of the student/parent/guardian.

**BENTON COMMUNITY SCHOOL CORPORATION
RANDOM DRUG TESTING AND EDUCATION PLEDGE**

As a student in the Benton Community School Corporation, I recognize and accept the fact that my participation is an opportunity for me to make a contribution to my personal development, my school, and my community. Representing BCSC in athletic, extracurricular, or co-curricular activities places responsibility on me. Many people, including fellow students, faculty, coaches, sponsors of clubs, and school officials are investing many hours of time to provide beneficial programs for my personal development. In consideration of this, I agree to live by and conduct myself in accordance with the following pledge:

- My conduct will reflect honor upon myself, my community, and my school at all times and in all places.
- I will keep myself mentally and physically alert so that I can contribute my best efforts and benefit my school, my community, and myself.
- I will not use tobacco, alcohol, or unlawful drugs while a student in BCSC.
- I will actively discourage the use of tobacco, alcohol, and drugs in order to achieve a drug-free environment in BCSC.

RANDOM DRUG TESTING CONSENT FORM

I have received and read a copy of the Random Drug Testing and Education Policy of BCSC. I understand the Random Drug Testing and Education Policy of BCSC. I desire to participate in this program and in competitive, non-competitive, or co-curricular programs in BCSC, or be a student driver, and hereby voluntarily agree to be subject to its terms. I accept the methods of obtaining samples, testing and analysis of such specimens, and all other aspects of the program. I agree to cooperate in furnishing specimens that may be required from me to conform to the guidelines of the program.

Consent is given pursuant to all State and Federal Privacy Statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent of the disclosures authorized in this program. As a member, or parent of a member, of a student participating in competitive/performance, non-competitive, or co-curricular programs in BCSC, or as a student driver or parent of a student driver:

Student Name Printed (clearly)

Graduation Class (2017, 2018, etc.)

Student Signature

Date

Custodial Parent/Guardian Name Printed (clearly)

Custodial Parent/Guardian Signature

Date

Student and Parent Agreement will be
verified during web registration
through Harmony Online Registration.