

DRUG TESTING POLICY
ORRVILLE CITY SCHOOLS

The ORRVILLE CITY SCHOOLS Board of Education Drug Testing Policy was formed because of a concern that alcohol and illicit drugs may be used by ORRVILLE CITY SCHOOLS High School students. The ORRVILLE CITY SCHOOLS Board of Education desires to implement a policy which will attempt to provide this district with a safe and healthful student program. This policy reflects the ORRVILLE CITY SCHOOLS Board of Education and the community's strong commitment to establish a truly drug and alcohol free school program. Because of the pervasive nature of drug use in our local schools, ORRVILLE CITY SCHOOLS have selected student athletes, students who participate in extra-curricular activities, student drivers, and school sponsored clubs and organizations and students who, along with consent from their parents, volunteer to be tested, for inclusion in the testing pool. This policy applies to all athletes, students who participate in extra-curricular activities, student drivers, and school sponsored clubs and organizations from grades 9-12. This policy will coincide with the board adopted Training Rules Policy – Code of Conduct.

PURPOSE OF THIS POLICY SHALL BE:

1. To provide a healthy and safe environment to all students participating in the athletic and extracurricular program.
2. To discourage all students from using drugs and alcohol.
 - a. Students will assume all responsibility for regulating their personal lives in ways that will result in their becoming healthful members of a team and worthy representatives of the school and community.
3. To provide students with the opportunity to become leaders in the student body for a drug free school.
4. To provide solutions for the student who does use drugs and alcohol.
5. To provide the school with positive guidelines and disciplinary policies for violations of the drug free policy.
6. To encourage those students who participate in athletic and extracurricular programs to remain drug free and alcohol free.

The program does not affect the current policies, practices, or rights of the District regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy. The drug testing policy is non-punitive.

Students involved in extra-curricular activities need to be exemplary in the eyes of the community and other students. The drug testing and education policy is designed to create a safe, drug free environment for students and assist them in getting help when needed. Although students risk the loss of continued participation in extra-curricular activities, no student shall be suspended or expelled from school as a result of any certified "positive" test conducted by his/her school under this program.

No student will be penalized academically for testing positive for banned substances.

The results of drug tests will not be documented in any student's academic record.

Any student is grades nine (9) through twelve (12) and his/her parent(s) or legal guardian(s) must first sign a drug testing registration/consent form in order to be eligible to participate in any one (1) or combination of the following:

- A. drive a motorized vehicle to school
- B. athletics
- C. extra-curricular activities other than athletics
- D. school sponsored clubs and organizations

DEFINITIONS

1. STUDENT ATHLETE

Any person participating in the ORRVILLE CITY SCHOOLS High School athletic program and/or contests under the control and jurisdiction of the ORRVILLE CITY SCHOOLS and/or the Ohio High School Athletic Association (OHSAA). This policy also includes cheerleaders.

2. EXTRACURRICULAR

Any activity of a competitive nature that does not involve a grade. Also includes school sponsored clubs and organizations.

3. ATHLETIC SEASON

In-season start dates will begin as published by the Ohio High School Athletic Association or sanctioning organization and continue until the completion of awards program for that sport for the ORRVILLE CITY SCHOOLS. There are three athletic seasons: Fall, Winter, Spring. Once entered, the student will participate in the drug testing program for 1 year from date of signing consent.

4. RANDOM SELECTION

A system of selecting students for drug and alcohol testing in which each student and/or student athlete shall have a fair and equitable chance of being selected each time selections are required.

5. ILLEGAL/ILLICIT DRUGS

Any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer. We may also test for Nicotine and Steroids.

6. ALCOHOL

Any intoxicating liquor, beer, wine, mixed beverage, or malt liquor beverage as defined in the Ohio Revised Code Section 4301.01. The term “alcoholic beverage” includes any liquid or substance, such as “near beer” which contains alcohol in any proportion or percentage. The term “alcoholic beverage” does not include a substance used for medical purposes in accordance with directions for use provided in a prescription or by the manufacturer and in accordance with school district policy and rules related to the use of prescription and non-prescription drugs, provided the substance is a) authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student’s name and directions for use or b) an over-the-counter medicine.

TYPES OF TESTING THAT MAY BE USED

1. TEAM TESTING

At the beginning of each season, all eligible students will submit to urine drug and alcohol testing. This testing will be completed within the first two weeks of the season on a specified date and time. The collection process will take place on school property or at a Board of Education approved testing facility. The Head Coach is responsible for ensuring that all student athletes and their parent/guardian/custodian properly sign the INFORMED CONSENT AGREEMENT prior to testing. Any student moving into the District may be tested prior to the time he/she joins the team.

2. RANDOM TESTING

Random testing shall be done throughout the year. Each testing may have up to 20% of its eligible students tested per random selection. A student may be tested more than once per year. Any student refusing to be tested once enrolled in the drug testing program will result in a positive test. In the event of a positive result, the specimen will be sent to a laboratory for confirmation of results and a certified Medical Review Officer will determine the results.

- a. Random selection of students and selection of dates and times will be determined by the testing agency.

3. DRUGS FOR WHICH ATHLETES MAY BE TESTED:

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (Tobacco), Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon), or Any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.

4. COLLECTION PROCESS (Urine Screens)

Other testing types may apply. The student will be notified to report to the collection site. A specimen from the student will be collected as follows and all students must follow this process:

All students must have a picture ID or be identified by the Athletic Director or School Administrator. No exceptions will be allowed.

Drug testing area must be secured during the testing.

Only lab technicians, designated school administrator and students will be witness to the test.

Privacy must be kept for all students.

The Athletic Director is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian and student. No student is to enter the collection site until forms and proper ID are completed.

When students arrive and cannot give a sample, they will need to start drinking water, pop or juice. After 36 oz. the human body will need to urinate.

No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, sweaters, hats, scarves or baggy clothing must be removed before entering the collection site. Only pants and t-shirts or dresses may be worn in the collection area. Any infringement of the rules will result in the student taking the test over.

Students processed by the lab technician who cannot produce a sample will be kept in a secured area to wait until they can test. If they leave this area they will not be allowed to test. They are not to have contact with anyone until after the sample is given.

Students will be asked to hold out their hands and a sanitizer will be put on their hands or will wash hands with water. The bathroom personnel will add a dye to the toilet.

Students will be asked to urinate directly into the collection cup given to them by the lab personnel. The lab technician will stand outside the stall and listen for normal sounds of urination.

Any and all adulterations of the specimen will be detected and considered the same as a test refusal or 1st time infraction. (The lab checks every sample for adulteration, such as additives you drink or add to urine to change the sample.)

Adulterations: We will treat adulterations and diluted samples as first time offenses. They are not called positives but have the same consequences. A retest will be required within 24 hours.

Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be screened or sent to the lab for immediate confirmation of tampering.

The sample must be taken in one attempt and be at least 30 ml in size. The student must hand the cup to the lab technician.

Students are not to flush the toilets or urinals. In the event that a student flushes the toilet he or she will be required to give a new sample immediately or the sample will be invalid.

With student watching, the lab technician will recap the sample and hand it to the student who must then return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or has contact with anyone, the sample will be invalid and the student will have to give another sample.

This collection procedure is subject to change because of procedural requirements by the testing agency. The School Board reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.

When using rapid screens, all non-negative screens will be sent out with a chain of custody to a certified laboratory for confirmation. A Certified Medical Review Officer will verify the positive test.

Any student that tests positive may have to be tested weekly for the term of a 5 week program with drug counseling at the expense of the student and or parent. Testing will be done by Great Lakes Biomedical only so long as this is the company the school selects.

5. RESULTS OF A POSITIVE TEST

Any positive urine drug test results will be made known to the building administrator, who in turn will notify the parents/guardians/custodians and student.

6. Student athletes may self-report one time for the first offense during grades 9-12. Those students who self-report immediately to a coach, athletic director or administrator will miss 10% of the current sport. If the student athlete is not currently participating, the student will miss 10% of the next sport played.

IF A POSITIVE TEST OCCURS:

First Offense (athletics)

- The student-athlete will miss next scheduled minimum 20% and not to exceed 25% of that sport's regular season scheduled contests/points. If the full percentage loss

of participation is not possible for that particular season (including post-season), the total and/or remaining percentage will carry over to the student-athlete's next sport in which he/she becomes a team/individual participant. (The student-athlete must complete the entire season or the penalty will be assessed on the next sports season in which the student-athlete participates.)

- The student will still practice with the team.
- The student can travel and be with the team and sit on the team bench.
- The student will be able to dress for contests.
- The student will be required to enter “**Insight**” program or obtain appropriate services of an agreed upon professional assistance agency. This will be at the expense of the athlete.
 - Insight is generally an eight hour educational and self-awareness program to assist students in determining the role alcohol, and/or drugs play in their life. Insight must be done through an approved agency.
 - The athlete must follow any of the recommendations from the insight program.
 - The athlete will allow the agency to forward to the athletic department the letter of completion and any related recommendations.

First Offense (extracurricular activities, clubs, organizations, driving privileges)

- The student will be required to enter “**Insight**” program or obtain appropriate services of an agreed upon professional assistance agency. This will be at the expense of the student.
- Insight is generally an eight hour educational and self-awareness program to assist students in determining the role alcohol, and/or drugs play in their life. Insight must be done through an approved agency.
- The student must follow any of the recommendations from the insight program.
- The student will allow the agency to forward to the athletic department the letter of completion and any related recommendations.
- The student will miss 20% of all activities including clubs, organizations and extracurricular activities.
- The student will lose driving privileges for 20% of the school year.

Second Offense (athletics)

- The student-athlete will miss next scheduled minimum 50% and not to exceed 55% of that sport's regular season scheduled contests/points. If the full percentage loss of participation is not possible for that particular season (including post-season), the total and/or remaining percentage will carry over to the student-athlete's next sport in which he/she becomes a team/individual participant. (The student-athlete must complete the entire season or the penalty will be assessed on the next sports season in which the student-athlete participates.)
 - The student will still practice with the team.
 - The student can travel and be with the team and sit on the team bench.

- The student will be able to dress for contests.
- The student will be required to complete a **“Full Assessment”** program or obtain appropriate services of an agreed upon professional assistance agency. This will be at the cost of the athlete.
 - Full Assessment is a more in depth procedure involving an interview by a certified drug and alcohol counselor. This may include the gathering information from family members, school personnel, law enforcement agencies to determine the role that alcohol, tobacco, and/or drugs is playing in that person’s life.
 - The athlete must follow any of the recommendations from the full assessment.
 - The athlete will allow the agency to forward to the athletic department the letter of completion and any related recommendations.
 - This will be at the expense of the student.

Second Offense (extracurricular activities, clubs, organizations, driving privileges)

- The student will be required to complete a **“Full Assessment”** program or obtain appropriate services of an agreed upon professional assistance agency. This will be at the cost of the athlete.
 - Full Assessment is a more in depth procedure involving an interview by a certified drug and alcohol counselor. This may include the gathering information from family members, school personnel, law enforcement agencies to determine the role that alcohol, tobacco, and/or drugs is playing in that person’s life.
 - The athlete must follow any of the recommendations from the full assessment.
 - The athlete will allow the agency to forward to the athletic department the letter of completion and any related recommendations.
 - This will be at the expense of the student.
- The student will miss 50% of all activities including clubs, organizations and extracurricular activities.
- The student will lose driving privileges for 50% of the year.

Third Offense (athletics)

- A third-offense, will result in denial of athletic participation for the duration of the student-athlete’s school career.
 - After 1 calendar year from the date of a third violation, the student may appeal to the superintendent and board of education representative to athletic council for reinstatement. Their decision on this matter is final.

Second Offense (extracurricular activities, clubs, organizations, driving privileges)

- A third-offense, will result in denial of athletic participation for the duration of the student-athlete’s school career.
 - After 1 calendar year from the date of a third violation, the student may appeal to the superintendent and board of education representative to athletic council for reinstatement. Their decision on this matter is final

Violations are accumulative throughout the student’s secondary school career.

ORRVILLE CITY SCHOOLS INFORMED CONSENT AGREEMENT

STUDENT NAME _____ GRADE _____

AS A STUDENT:

I understand and agree that participation in athletic activities, extracurricular activities, school sponsored clubs and organizations and driving is a privilege that may be withdrawn for violations of the ORRVILLE CITY SCHOOLS Drug Testing Policy.

I have read the Drug Testing Policy and thoroughly understand the consequences that I will face if I do not honor my commitment to the Drug Testing Policy.

I understand that when I participate in any covered program I will be subject to initial and random drug & alcohol testing, and if I refuse to enroll in the drug testing program, I will not be allowed to practice or participate in any covered program activities. I have read the informed consent agreement and agree to its terms.

I understand this agreement is binding while I am a student in the ORRVILLE CITY SCHOOLS system.

STUDENT SIGNATURE

DATE

AS A PARENT/GUARDIAN/CUSTODIAN:

I have read the ORRVILLE CITY SCHOOLS district drug testing policy and understand the responsibilities of my son/daughter/ward as a participant in athletic activities, extracurricular activities, school sponsored clubs and organizations and driving in the ORRVILLE CITY SCHOOLS district.

I pledge to promote healthy lifestyles for all student athletes in the ORRVILLE CITY SCHOOLS system.

I understand that my son/daughter/ward, when participating in any covered program, will be subject to initial and random urine drug and alcohol testing, and if he/she refuses to enroll in the drug testing program, will not be allowed to practice or participate in any covered activities. I have read the informed Consent Agreement and agree to its terms.

I understand this agreement is binding while my son/daughter/ward is a participant in athletics in the ORRVILLE CITY SCHOOLS district.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE

DATE

PARENT GUARDIAN/CUSTODIAN PRINTED NAME

WORK PHONE

INFORMED CONSENT AGREEMENT

We hereby consent to allow the student named on the reverse side to undergo drug testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the ORRVILLE CITY SCHOOLS District.

We understand that testing will be administered in accordance with the guidelines of the ORRVILLE CITY SCHOOLS District Drug Testing Policy for student athletes.

We understand that any sample taken for drug testing will be tested only by a Board approved company.

We hereby give our consent to the company selected by the ORRVILLE CITY SCHOOLS Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform testing for the detection of drugs.

We further give our consent to the company selected by the ORRVILLE CITY SCHOOLS Board of Education, its employees, or agents, to release all results of these tests to designated School District employees or agents. We understand that these results will also be available to us upon request.

I, the student, hereby authorize the release of the results of such testing to my parent/guardian/custodian.

We hereby release the ORRVILLE CITY SCHOOLS Board of Education, its employees or agents from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g as amended, and the Ohio Revised Code 3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.