DRUG TESTING POLICY

**Archbold Area Schools**

The Archbold Area Schools Board of Education Drug Testing Policy was formed because of a concern that alcohol and illicit drugs may be used by Archbold Area School’s students. The Archbold Area 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 Archbold Area Schools Board of Education and the community’s strong commitment to establish a truly drug and alcohol free school program. Because of the potential of drug use in our high school, Archbold Area Schools have selected student athletes, students who participate in extra-curricular activities 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, volunteers and participants in competitive extra-curricular activities from grades 9-12.

PURPOSE OF THIS POLICY SHALL BE:

1. To provide a healthy and safe environment to all students participating in the athletic and extracurricular programs.

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 Policy.

6. To encourage those students who participate in athletic and extracurricular programs to remain drug free and alcohol free.

The Policy does not affect any existing policies, practices, or rights of the District regarding the suspension or expulsion of students from school for drug and/or alcohol possession or use in violation of the Code of Conduct. This Policy is only applicable to athletes, volunteers and participants in competitive extra-curricular activities and is academically non-punitive.

Students involved in athletics or other extra-curricular activities need to be exemplary in the eyes of the community and other students. This 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 athletics and extra-curricular activities, no student shall be suspended or expelled from school or penalized academically for testing positive for banned substances under this Policy. The results of drug tests conducted under this Policy will not be documented in any student’s academic records.

DEFINITIONS

1. STUDENT ATHLETE

Any person participating in the Archbold Area Schools High School athletic program and/or contests under the control and jurisdiction of the Archbold Area 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. This also includes activities outside of the sporting realm that are voluntary in nature and take place outside of the regular school day. In addition to all competitive sports this also includes, but is

not limited to the Company, Quiz Team, Pep Band, Art Club, mat maids, student trainers, NHS, FCCLA, Student Council, Jazz Band, and intramural sports. If other extra-curriculars are added to our school program, they will be added to the testing schedule.

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 Archbold Area Schools. There are three athletic seasons: Fall, Winter, Spring. Due to the nature of our athletic code, students are under the jurisdiction of the athletic code year-round. The number of times tested under this Policy could vary based on in-season/out of season.

4. RANDOM SELECTION

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

5. DRUGS

Any “controlled substance” as defined 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 includes (but is not limited to) LSD, Marijuana, Amphetamines, Methadone, Methaqualone, Barbiturates, Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon) and 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. This definition shall also include nicotine (tobacco) and anabolic steroids.

6. ALCOHOL

Any intoxicating liquor, alcohol, beer, wine, mixed beverage, spirituous liquor, or cider, as such terms are 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 student¹s name and directions for use; or b) an over-the-counter medicine.

1. RANDOM TESTING

In-season random testing shall be conducted on Student Athletes throughout the Athletic Season and students participating in an Extracurricular activity throughout the extracurricular season. Each team or extracurricular activity may have up to 20% of its eligible students tested per random selection. A student may be tested more than once per Athletic Season or extracurricular season. In addition, students may be randomly tested when they are out of season under the guidelines of the year round athletic code of conduct.

a. Random selection:

The Vendor, under the Principal’s supervision, will use a system to ensure that students are selected in a random fashion. This system may include computer generated random numbers or names or by pulling numbers from a pool of numbers equal to the number of eligible students.

b. Scheduling of random testing:

Random testing will be unannounced. The day and date will be selected by the Athletic Director and confirmed with the building administrator. Random testing may be done weekly.

2. SUBSTANCES FOR WHICH STUDENTS MAY BE TESTED:

Students will be tested under this Policy for Drugs and Alcohol (as such terms are defined above).

3. COLLECTION PROCESS (Urine Screens)

Upon random selection, a student will be notified to report to the collection site within the school building. A urine specimen from the student will be collected as follows and all students must follow this same process:

1. All students must present a picture ID or be identified by the Athletic Director or Principal. No exceptions will be allowed.
2. The testing area must be secured during the testing. Only lab technicians and students will be witnesses to the test. Privacy must be kept for all students.
3. The Athletic Director will be responsible for ensuring that all necessary forms are completed and signed by both parent/guardian/custodian and student for Athletics and the Principal for Academic Extra-Curriculars. No student is

allowed to participate until all forms are turned in to these offices.

1. Students will be asked to hold out their hands and a sanitizer will be put on their hands, or they shall wash their hands with soap and water in the presence of the lab technician. The testing staff will add a dye to the toilet.
2. Students will be asked to urinate directly into the collection cup given to them by the lab personnel.
3. 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 immediately after producing a sample.
4. 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.
5. With the 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 produced.

When students arrive and cannot produce a sample, they will be required to start drinking water or other beverage in order to produce a sample. After 36 oz. the human body will need to urinate. Students who cannot produce a sample will be kept in a secured area to wait until they can test.

Any student who leaves the secured testing area will not be allowed to test. A student who leaves the testing area will be treated under this Policy as if he or she has tested positive for a banned substance.

No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, 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. Students are not to have contact with anyone other than the lab technician until after the sample is given. Any infringement of the rules in this paragraph will result in the student being required to produce another sample. If the student cannot produce another sample this will be regarded as a positive test.

Adulterations: Adulteration of a urine sample and intentionally diluted samples shall be treated as a positive test and shall have the same consequences of a positive test as described below. Students may also be punished under their respective handbook policies.

Any and all adulteration of the specimen will be detected. The lab checks every sample for adulteration, such as additives that can be drank or added to urine to change the sample.

Any suspicion of tampering with the sample will be brought to the lab technician’s attention. The sample will be sent to the lab for immediate confirmation of tampering.

A positive test shall be declared if a student refuses or cannot produce a sample after drinking 36 oz of water or other beverage in the presence of the lab technician.

In the event of a positive result, the urine specimen will be sent to a laboratory for confirmation of results and a certified Medical Review Officer will determine the results.

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 or is considered under this Policy to have tested positive will have to be tested bi-weekly for the term of a 6 week program with drug counseling and testing at the expense of the student and or parent. Testing will be done by an agreed upon agency or physician.

4. RESULTS OF A POSITIVE TEST

Any positive urine drug test that is verified by a Certified Medical Review Officer or any student who is otherwise considered under this Policy to have tested positive will be made known to the building administrator, who in turn will notify the parents/guardians/custodians and student.

5. IF A POSITIVE TEST OCCURS:

## First violation

The student will have to make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and then follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing Administration with documentation that the student completed all recommendations of the counselor. The student will be denied participation for a minimum of 20% of the season. For example, if there are 10 games in a season, a student would be denied participation for 2 games in the event of a first violation. Such denial of participation may carry over into any playoff or tournament games or to the next season. The parent/guardian/custodian and student will meet with the Athletic Director, the coach or advisor, and a building administrator to determine reinstatement. The student may be required, at parent/guardian/custodian expense, to submit to weekly or random testing for the remainder of the current season.

**Second violation**

The student is denied participation for 40% of the season. The parent/guardian/custodian and student will meet with the Athletic Director, the coach or advisor, and a building administrator to determine reinstatement. The student may be required, at parent/guardian/custodian expense, to submit to weekly or random testing for the remainder of the current season.

For example, if there are 15 events in a season, a student would be denied participation for 6 more events if there were of a second violation. Such denial of participation may carry over into any playoff or tournament games or to the next season.

**Third violation**

The student is denied participation for one calendar year.

**Fourth violation**

The student is permanently denied participation in athletics and Extra-Curriculars in the Archbold Area Schools.

Violations are accumulative throughout the student¹s secondary school career. (Grades 9-12)

6. SELF REFERRALS

A student may give a self-referral one time in their high school career. A self-referral can only happen before a student is chosen for testing. Counseling and additional testing are required under the terms of this Policy and no other punitive action will be taken.

Archbold Area Schools INFORMED CONSENT AGREEMENT

We hereby consent to allow the student named below to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the Archbold Area Schools District.

We understand that testing will be administered in accordance with the guidelines of the Archbold Area Schools District Drug Testing Policy for student athletes and participants in extracurricular activities.

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

We hereby give our consent to the company selected by the Archbold Area Schools School Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

STUDENT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GRADE \_\_\_\_\_\_\_\_\_

**AS A STUDENT:**

* I understand and agree that participation in athletic or extracurricular activities is a privilege that may be withdrawn for violations of the Archbold Area 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 athletic program or extracurricular activity I will be subject to initial and random urine drug & alcohol testing, and if I refuse, I will not be allowed to practice or participate in any athletic activities or extracurricular 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 Archbold Area Schools system.

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STUDENT SIGNATURE DATE

**AS A PARENT/GUARDIAN/CUSTODIAN:**

* I have read the Archbold Area Schools district drug testing policy and understand the responsibilities of my son/daughter/ward as a participant in athletic or extracurricular activities in the Archbold Area Schools district.
* I pledge to promote healthy lifestyles for all students in the Archbold Area Schools system.
* I understand that my son/daughter/ward, when participating in any athletic program or extracurricular activity, will be subject to initial and random urine drug and alcohol testing, and if he/she refuses, will not be allowed to practice or participate in any athletic or extracurricular 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 Archbold Area Schools district.

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PARENT/GUARDIAN/CUSTODIAN SIGNATURE DATE

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PARENT GUARDIAN/CUSTODIAN PRINTED NAME WORK PHONE