



**POLICY 227 – DRUG AND ALCOHOL AND ADMINISTRATIVE GUIDELINES**

**1. Preface**

The West Jefferson Hills School District recognizes that the misuse of drugs is a serious problem with legal, physical and social implications for the entire school community.

The School District will work to educate, prevent and intervene in the use and abuse of all drug, alcohol or mood-altering substances through curriculum, classroom activities, community support and resources.

**2. Purpose**

The School District is concerned about the use of illegal drugs and alcohol by students and acknowledges that their usage can lead to chemical dependency.

Because of the School District's conviction that chemical dependency is a treatable health problem and that it is a concern for the individual student, as well as for the health of the entire school community, the Board of School Directors has adopted the following policy.

**3. Policy**

In accordance with the Public School Code of 1949, the faculty and administrative staff of the District are authorized, empowered and directed to act in loco parentis and discipline any student who uses, possesses, transports, sells, or purchases drugs or alcohol under such circumstances as would be illegal under the laws of the Commonwealth of Pennsylvania or the United States of America.

The parameters of this policy shall include any student violations while in school, at a school-sanctioned activity, on school grounds or on school district buses.

The West Jefferson Hills School District's Drug and Alcohol Administrative Guidelines contained herein should be followed in relation to the Immediate Action/Investigation, the Notification to Parents, the Notification to Police, the Disposition of the Substance and the Discipline/Rehabilitation that should occur.

Also, the student's right to attend or participate in any curricular activity of the school, either for a limited time or for the remaining time that the student attends the School District, shall be determined as the administrative staff and Board of School Directors deem appropriate. A recommendation for expulsion by the School Board or other discipline may be imposed or recommended as authorized and/or provided by law.

The privileged confidentiality between students and guidance counselors, school nurses, school psychologists, home and school visitors, and other school employees will be respected; and no confidential communication made to any such employee will be required to be revealed without the consent of the student or his/her parent unless the best interests of the student can be served only by doing so. This confidentiality shall be consistent with FERPA guidelines.

#### **4. Definition of Terms**

**Drug/Alcohol/Mood-Altering Substance:** Any alcohol or malt beverage, any drug listed by law as a controlled substance, chemical, abused substance or medication for which a prescription is required under the law and/or any substance which is intended to alter mood.

Examples of the above include, but are not limited to: beer, wine, liquor, anabolic steroids, ephedra, marijuana, hashish, cocaine, crack, chemical solvents, glue, "look-alike" substances, and any capsules or pills not registered with the nurse annotated within the student's health record and given in accordance with the School District Policy for the administration of medication to students in school.

**Drug-Related Paraphernalia:** Any utensil or item which, in the school's judgment, is associated with the use of drugs, alcohol or mood-altering substances. Examples include, but are not limited to, papers, roach clips, pipes, bowls and scales.

**Possess:** To have without any attempt to distribute. Drugs/alcohol found in a student locker or book bag would also be categorized as possession.

**Distribute:** To deliver, sell, pass, share or give any drug or alcohol as defined by this policy. (A larger amount would suggest an intent to distribute.)

**SAP (Student Assistance Program):** This multi-disciplinary team, composed of school personnel (teachers, administrators, counselors, nurse and school-based social worker) is trained to understand and deal with issues of chemical use, abuse, and dependency, and will play a primary role in identifying and referring students at risk.

SAP is in place at the middle and high schools. The Instructional Support Team (IST) will identify at-risk students in the elementary schools.

**Student at Risk:** Any student who demonstrates behaviors which interfere with his/her ability to succeed in school (e.g., failing grades or failure to complete assignments, sleeping, continuation of disciplinary infractions.)

**Drug and Alcohol Rehabilitation Facility:** A facility whose primary purpose is to assist people affected by drug and alcohol issues through education, support and therapy.

**FERPA (Family Educational Rights and Privacy Act):** Federal law to protect the privacy of student education records.

Date adopted: 05/25/04

## **WEST JEFFERSON HILLS SCHOOL DISTRICT DRUG AND ALCOHOL ADMINISTRATIVE GUIDELINES**

<b>School Guidelines</b>	<b>Immediate Action/Investigation</b>	<b>Notification of Parents</b>	<b>Notification of Police</b>	<b>Disposition of Substance</b>	<b>Discipline /Rehabilitation</b>
1. A student suspected of using non registered prescription drugs, over the counter drugs, alcohol, controlled and/or illegal substances but there is no evidence of violation of law or school regulation.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. The incident will be documented by an administrator.	Yes, a parent phone call	N/A	N/A	Referral to SAP team. Administration will discuss the situation with parent and student.
2. A student possesses drug related paraphernalia and/or look alike drugs.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. The incident will be documented by an administrator.	Yes	Yes, in cases where evidence is found.	To be determined by an administrator.	Referral to the SAP team. Discipline Level IV.
3. A student is found with non registered prescription drugs, and/or over the counter drugs.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. Standard health and first aid procedures will be followed if warranted. The incident will be documented by an administrator.	Yes	Determined on a case by case basis.	To be determined by an administrator and/or police.	Referral to the SAP team. Discipline to be determined by administration.
4. The student shows behavior and physical symptoms related to possible use of drug and/or alcohol use demonstrating a need for medical treatment by a health care facility.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. Standard health and first aid procedures will be followed if warranted. EMS will be notified if necessary and transported at parent expense. The incident will be documented by an administrator.	Yes	Yes, in cases where evidence is found.	To be determined by an administrator and/or police.	Referral to the SAP team. Administration will investigate and determine if discipline is needed.
5. A student is found with and/or suspected of being under the influence of non registered prescription drugs, over the counter drugs, mood altering substances, alcohol, controlled and/or illegal substances. First offense.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. Standard health and first aid procedures will be followed if warranted. EMS will be notified if necessary and transported at parent expense. The incident will be documented by an administrator.	Yes	Yes	Analysis may be made for possible use in further proceedings.	Referral to the SAP team. Level IV discipline. (Informal hearing, 3-10 day suspension). Student is mandated to be evaluated by a Drug and Alcohol Rehabilitation Facility and provide documentation to school district upon return.
6. A student is found with and/or suspected of being under the influence of non registered prescription drugs, over the counter drugs, mood altering substance, alcohol, controlled and/or illegal substances in school. Second or subsequent offense.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. Standard health and first aid procedures will be followed if warranted. EMS will be notified if necessary and transported at parent expense. The incident will be documented by an administrator.	Yes	Yes	Analysis may be made for possible use in further proceedings.	Referral to the SAP team. Level IV discipline. (Informal hearing, 3-10 day suspension). Mandated referral to the school board for possible expulsion hearing. Student is mandated to be evaluated by a Drug and Alcohol Rehabilitation Facility and provide documentation to school district upon return.

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<b>School Guidelines</b>	<b>Immediate Action/Investigation</b>	<b>Notification of Parents</b>	<b>Notification of Police</b>	<b>Disposition of Substance</b>	<b>Discipline /Rehabilitation</b>
7. A student distributes or intends to distribute non registered prescription drugs, over the counter drugs, mood altering substance, alcohol, controlled and/or illegal substances.	Referral to an administrator who will investigate and determine if a search of the student and his/her personal items is warranted. Standard health and first aid procedures will be followed if warranted. EMS will be notified if necessary and transported at parent expense. The incident will be documented by an administrator.	Yes	Yes	Analysis may be made for possible use in further proceedings.	Referral to the SAP team. Level IV discipline. (Informal hearing, 3-10 day suspension). Mandated referral to the school board for possible expulsion hearing. Student is mandated to be evaluated by a Drug and Alcohol Rehabilitation Facility and provide documentation to school district upon return.

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