

CENTERVILLE ABINGTON COMMUNITY SCHOOL CORPORATION
RANDOM DRUG TESTING PROGRAM

VISION STATEMENT

The Drug, Alcohol, and Tobacco Procedures of the Centerville-Abington Community School Corporation are focused upon the health, safety and welfare of the students. In the case of violations, it holds students responsible for their actions and consistently confronts all situations with precise consequences and compassion. The guidelines in this program are written and administered in accordance with all applicable legal requirements, policies, and statutes. The program seeks to keep students involved in school and to provide learning experiences that lead students to responsible, healthy choices.

INTRODUCTION

The effective date of this program is January 3, 2012. During the implementation year, all students expecting to drive, park on school grounds, or participate in athletics or any extra-curricular or co-curricular activity throughout the remainder of the school year must enroll by January 13, 2012.

Any student not meeting this deadline may be subject to an initial drug screening or refusal to participate based on the decision of the school administration. This program does not affect the current policies, practices, or rights of Centerville-Abington Community School Corporation with regard to drug, tobacco, and/or alcohol possession or use, where reasonable suspicion is obtained by means other than random drug testing program.

RATIONALE FOR THE PROGRAM

The Centerville-Abington Community School Corporation has a strong commitment to the health, safety, and welfare of its students. Results of studies across the United States and data taken from surveys of Centerville students indicate that education alone as a preventative measure is not effective in combating substance abuse. Our commitment to maintain Centerville Schools as a safe and secure educational environment requires a clear program relating to detection and prevention of substance abuse by students involved in these activities.

PURPOSE

The purpose of this program is three fold: (1) to deter the use of illegal substances at Centerville Schools; (2) to enhance the health and safety of all students; (3) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal substances.

It is also the aim of this program to educate, help, and direct students away from drug and alcohol use and toward a healthy, drug free life. Students involved in athletics, extracurricular and co-curricular activities in Centerville Schools need to be exemplary in the eyes of the community and other students. The random drug testing program is non-punitive. No student will be disciplined academically by a school official as a result of any verified positive test conducted by his/her school under this program other than stated herein.

SCOPE

Participation in athletics, extracurricular and co-curricular activities, as well as driving to and from school and parking on school grounds is a privilege. This program applies to all Centerville-Abington Community School Corporation students in grades 7-12 who wish to participate in, athletics, extracurricular and co-curricular activities that are listed in the current student handbook and any other school sponsored activities not listed. It also includes any student who wishes to drive to and from school or parking on school grounds. Any student not driving or participating in any activities who would like to consent to the program, or any custodial parent/guardian wishing to enroll their student is welcome to do so by signing the consent form and returning it to the principal or designee.

LEGAL OBLIGATION

- The extensive Congressional findings in the Safe and Drug-Free Schools and Communities Act of 1994 [20 United States Code 7101 et seq. and specifically 7102.]
- Indiana Code 20-10.1-4-9.2 that directs this School District to plan and maintain drug free schools.
- Indiana Code 20-10-4-9.1 directs that this School District provide instruction concerning the harmful effects of illegal drugs.

CONSENT FORM

It is **MANDATORY** that each student who participates in athletics, extracurricular or co-curricular activities, as well as those who drive to and from school or park on school grounds, sign and return the "Consent Form" prior to participation in any of these activities. Failure to comply will result in non-participation. Each athlete, extracurricular or co-curricular participant as well as drivers shall be provided with a "Consent Form," a copy of which is attached and shall be dated and signed by the participant and by their parent/guardian. In so doing, the student agrees to participate in the random drug-testing program in the Centerville-Abington Community School Corporation. This form will be kept on file for the length of the student's high school career. To withdraw from the program, the parent/guardian and student must sign a withdrawal form.

TESTING PROCEDURES

1. Each student will be assigned an ID number. The ID numbers will be supplied to the laboratory who will in turn use a computer program to randomly select the students to be tested. Testing may occur Monday through Friday during school hours. This variable schedule will keep students conscious of the possibility of being tested at any time during the school year.
2. A parent/guardian may request testing of his/her student at the school's expense one time per year. Any other requests will be at the expense of the parent/guardian.
3. No student will be given advance notice of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis test, either by random draw, a request by parent/guardian, or a follow-up test, a student will be required to provide a sample of urine according to the quality control standards and policy of the laboratory conducting the urinalysis.
5. All students will remain under supervision until they have produced an adequate urine specimen. If unable to produce a specimen, the student will be given up to 24 ounces of fluid. If still unable to produce a specimen within one hour, the student will be taken to the principal's office and is no longer eligible for any extracurricular or co-curricular activity nor will he/she be permitted to drive to and from school and may be tested at a later date. **The failure or refusal to provide a specimen will be treated as a positive test result.** In addition, the parent/guardian will be contacted and informed the student is unable to produce a sample for the testing procedure and that he/she may be tested at a later date to be reinstated for eligibility.
6. All specimens registering below 90.5 degrees or above 99.8 degrees Fahrenheit will be invalid. There is a heat strip on each of the specimen bottles indicating the validity of the urine specimen by temperature. If this occurs, the student must give another specimen.
7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all extracurricular activities, co-curricular activities and all driving privileges will be revoked for the remainder of the school year. This will be reported to the parent/guardian.
8. Immediately after the specimen is taken, the student will return to class with a pass signed by the principal or designee.
9. The specimens will then be tested by a laboratory technician for illegal substances.
10. The laboratory selected must follow the standards set forth by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission Accreditation of Healthcare Organizations (JCAHO).

CHAIN OF CUSTODY

1. The certified laboratory will provide training and directions to those who supervise the testing program, set up the collection environment, and supervise the chain of custody. To maintain anonymity, the student's ID number, not name, will be used. Each year the corporation school safety specialist will provide training for all Centerville-Abington Community School employees who are involved with the testing program. After the training is completed, each employee will sign a document that verifies that they participated in the training. The training documents will be kept on file in the corporation school safety specialist office.

2. The principal or designee will provide another physical check for consent prior to contacting chosen students. The principal or designee will be responsible for escorting students to the collection site. The student should bring all materials in his/her possession to the collection site and should not be allowed to go to his/her locker.
3. Before the student's urine is tested by the laboratory, the student will agree to fill out, sign, and date any form which may be required by the testing laboratory. If a student chooses, he/she may notify the principal if he/she is currently taking a prescription medication.
4. A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed on the bottle. The student will initial that the specimen has been sealed. Only the lab testing the specimen may break the seal.
5. If the seal is tampered with or broken after leaving the student's possession and prior to the arriving at the lab, the specimen is invalid. The student will be tested again as soon as possible. The student will remain eligible for all activities prior to a retest.
6. The supervisor obtaining the urine specimen will be of the same gender as the student. Students will be instructed to remove all coats in the presence of the supervisor prior to entering the restroom. The door will be closed so that the student is by himself/herself in the restroom to provide a urine specimen. The supervisor will wait outside the restroom. The student will have two minutes to produce a urine specimen. The faucets in the restroom will be shut off.
7. After it has been sealed, lab personnel will transport the specimen to the testing laboratory. The testing laboratory will report the results back to the principal or designee.
8. In order to maintain confidentiality, the container that contains the urine specimen to be tested will not have the name of the student on the container. Instead, the student's ID number will appear on the container. Also, the result sheet for the urinalysis will be mailed back to the principal or designee with no name attached; only the student's ID number will appear on the result sheet.

TEST RESULTS

This program seeks to provide help for students who have a verified positive test. The student's and other students' health, welfare, and safety will be the reason for preventing students from participating in extracurricular and co-curricular activities and driving to and from school. A student involved in extracurricular or co-curricular activities will be subject to the disciplinary consequences outlined in the Code of Conduct in the student handbook.

1. The principal or designee will be notified of a student testing positive. The principal or designee will notify the student and his/her guardian. The student or his/her guardian may submit any documented prescription, explanation, or information which will be considered in determining whether a positive test has been satisfactorily explained.
2. If the test is verified positive, the principal or designee will meet with the student and his/her parent/guardian. The student and parent/guardian must then meet with the school counselor to start an educational program established for that student.
3. A follow up test will be requested by the principal or designee after such an interval of time that the substance previously found would normally have been eliminated from the body as determined by the laboratory. If this follow up test is negative, the student will be allowed to resume all activities when they have fulfilled the suspension as outlined in the Code of Conduct. If a second positive result is obtained from the follow up test or any later test of that participant,

the student will not be allowed to participate in any activities for one calendar year. In addition, the Centerville Abington Community School Corporation reserves the right to test for the next 365 days.

4. Information on a verified positive test will be shared on a need to know basis with the student's coach, teacher or sponsor. The results of a negative tests will be kept confidential to protect the identity of all students being tested. Confidentiality of this program is a high priority. All school employees are bound by the confidentiality policies adopted by the School Board of Trustees and will be expected to adhere to these policies at all times.

5. Testing results will be returned to the principal or designee identifying students by number and not by name. Names of students tested will not be kept in open files or on any computer. Results will be locked and secured in a location to which only the principal or designee will have access. Positive test results **will not** be part of a student's permanent file.

FINANCIAL RESPONSIBILITY

1. Under this policy, Centerville Abington Community Schools will pay for all initial random drug tests and all initial follow up tests.

2. A request on appeal for another test of a positive urine specimen is the financial responsibility of the student or his/her parent/guardian.

3. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student or his/her parent/guardian.

CONFIDENTIALITY

Under this drug testing program, any teacher, coach, or sponsor of Centerville Abington Community Schools who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the Centerville Abington Community School Corporation's commitment to confidentiality with regards to the program.

CENTERVILLE ABINGTON COMMUNITY SCHOOL CORPORATION

CONSENT FORM

I have received and have read and I understand the Centerville Abington Community School Corporation's random drug testing program. I _____ agree to participate in this program, and hereby,

(STUDENT NAME)

voluntarily consent to be subject to its terms for my entire school career (grades 7-12). I accept the method of obtaining urine specimens, testing, and analyses of such specimens, and all other aspects of the program. I agree to cooperate in furnishing urine specimens that will be required within the specifications of this policy.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes and is a waiver to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Date

Student Signature

Parent Signature

Please list and provide documentation of any medication your son/daughter is taking that has been prescribed by a doctor. It is the parent's responsibility to update this list of prescribed medications.

WITHDRAW FROM RANDOM DRUG TESTING

I, _____, have decided not to participate in any activities sponsored by Centerville Abington Community Schools for the remainder of the school year and request removal from the random drug testing program. Doing so prohibits me from participating in sports for one calendar year at the time this withdrawal form is signed. In order for me to participate in any activity in the Centerville Abington Community School Corporation, I understand that I must sign a new consent form to participate and submit to a urinalysis before gaining full eligibility.

Student Signature

Parent Signature

Date

Date

RANDOM DRUG TEST REFUSAL FORM

I _____ REFUSED A DRUG TEST ON
(STUDENT NAME)

DATE: _____

STUDENT SIGNATURE: _____

ADMINISTRATOR SIGNATURE: _____

I UNDERSTAND BY REFUSING TO TAKE THIS RANDOM DRUG TEST, I WILL **NOT** BE PERMITTED TO PARTICIPATE IN ATHLETICS, EXTRA-CURRICULAR ACTIVITIES OR DRIVE TO AND FROM SCHOOL ACCORDING TO THE INFRACTIONS LISTED BELOW:

1st INFRACTION – A student will be suspended for 50% of the current season (if an athlete) or the next sport season he/she will compete in if not currently participating in a sport. If the student drives to school, the permit on file will be suspended for 9 weeks.

_____ DATE _____ Initial _____

2nd INFRACTION – A student will be suspended from participation for one calendar year (if an athlete). If the student drives to school, the permit on file will be suspended for one calendar year.

_____ DATE _____ Initial _____

3rd INFRACTION – A student will lose all his/her eligibility to participate in athletics at Centerville Senior High school. Driver's permit will be permanently revoked.

_____ DATE _____ Initial _____