

## Part II: Holding Students Accountable

There are eight major situations that the School Board has written into the policy. If drug use or possession is confirmed then the actions below will be taken after police notification:

### **First Offense:**

1. First offense will result in a ten (10) day out-of-school suspension.
2. The student will be required to complete a drug and alcohol assessment by a professional at the student's and parents' expense. In the event of a financial hardship, the family must notify the school, in case other arrangements need to be made. All recommendations of the assessment will be followed by the family and a copy given to the school. The professional will need to sign a release that the student has followed all recommendations before the student can be readmitted to school.
3. Upon the student's return to school, the Alcohol/Drug Staffing Team will draw up a behavior management plan to be followed by the student while attending school.
4. In addition to the behavior management plan created by the Alcohol/Drug Staffing Team, the student charged with a confirmed offence will be suspended from all school-sponsored activities (including graduation) for a period of forty (40) calendar days beginning with the day of offense. Permission to attend school-sponsored events after forty days will be contingent upon completing the recommended treatment and compliance with the behavior management plan. The school may require community service, AA (Alcoholics Anonymous), or NA (Narcotics Anonymous) participation as a part of the behavior management plan.
- 5.

### **Repeated Offense:**

The student will be recommended for expulsion to the Board.

**Situation 7** deals with a student caught distributing drugs. The student will receive a suspension from school, in accordance with Title 16 VSA 1162, and referral to the State Police for arrest. Counseling in a community counseling program will be advised. The student will not be admitted or allowed on school property or at school-sponsored events and activities at any time until the deposition of the police referral is resolved. Such a deposition may lead to a hearing for expulsion.

The above information is not meant to replace the School Board policy adopted 8/15/02. A copy of the entire policy is available in the main office.

**Situation 1: A staff member expresses concern about inappropriate behavior, poor class performance, tardiness, absenteeism, etc. Teacher suspects may be related to drug use.**

**Immediate Action:** If staff member determines that he/she can handle the problem, he/she will:

1. Observe and record inappropriate behavior.
2. Discuss behavior with student. Parent notified immediately, in writing.
3. Ask for a change in the student's behavior.
4. Evaluate behavior again within two weeks or immediately upon any concern for the student's safety.
5. Refer student to guidance personnel, principal or dean of students if satisfactory change does not occur.

If a staff member determines at any time that he/she cannot handle the problem, it will be referred to the principal and/or dean of students.

**Investigation:** If a problem is referred to the principal and/or the dean of students, The Student Assistance Team, comprised of the principal, dean of students, counselor, and nurse may investigate.

**Notification of Parents/Guardians:** Parents are notified if deemed appropriate or necessary.

**Confidentiality:** This is confined to those with a "need to know" as mandated by school policy.

**Disposition of Substance:** This is not applicable.

**Follow-Up Action:** Student is monitored by staff member(s) or, where appropriate, referred through the principal to the Educational Support Team, (EST), or the Alcohol/Drug Staffing Team.

**Disciplinary Procedure:** None is mandated. If inappropriate behavior is of a serious enough nature to warrant disciplinary action, such will occur within the normal disciplinary procedures.

**Situation 2: A student seeks drug-related help or advice for himself or herself or for a friend from a staff member**

**Immediate Action:** A staff member will inform the student of the availability of professional help and of his/her rights to receive such help and will encourage the student to seek help.

**Investigation:** This is not applicable.

**Notification of Parents/Guardians:** Parents are notified if deemed appropriate or necessary by the staff member.

**Confidentiality:** This is strictly maintained unless the safety of the student or others requires consultation with the principal.

**Disposition of Substance:** This is not applicable.

**Follow-Up Action:** Student is monitored by staff member(s) or, where appropriate, referred through the principal to the EST or the Drug/Alcohol Staffing Team.

**Disciplinary Procedure:** None is mandated.

**Notification of Police:** Police are notified when appropriate.

**Situation 3:** A student demonstrates symptom(s) of possible drug use or overdose, (staggering, slurred speech, incoherence, dazed appearance, inability to respond, vomiting, unconsciousness), or disrupts a school function by acutely abnormal or bizarre personality display. Such behavior may be emotionally, organically, or chemically induced, and an immediate explanation as to its cause may not be possible. This situation will be handled as a medical emergency.

**Immediate Action:** A staff member will inform the principal and the school nurse. All standard health and first aid practices will be followed. The student will not be left alone. The principal will notify the police.

**Investigation:** If a drug use is suspected, the principal or authorized delegate is responsible for initiating the investigation procedures normally employed when a student is apprehended for drug use or possession.

**Notification of Parents/Guardians:** The principal will contact the parents/guardians immediately to describe the situation and arrange a meeting.

**Confidentiality:** This is confined to those with a “need to know” as mandated by school policy.

**Disposition of Substance:** If a substance is discovered, it will be given to the appropriate medical personnel to determine appropriate treatment. Accurate tracking will be made of the substance before it goes to the police. The substance will be sealed, documented, and submitted to the police for analysis and possible use in further proceeding. The principal will give the student a signed, dated receipt and will obtain a signed, dated receipt from the police.

**Follow-Up Action:** If no drug use is confirmed, follow standard school health procedures. If drug use is confirmed, a referral will be made to the Drug/Alcohol Staffing Team to investigate the student’s background and to make findings known to parents/guardians, counselors, and the principal.

**Disciplinary Procedure:**

**Related Offense:** The student will be recommended for expulsion to the Board.

**Situation 4: A student is caught in possession of drugs.**

**Immediate Action:** A staff member will confiscate the drugs and escort the student to the principal's office or summon the principal. The principal will notify the police.

**Investigation:** The principal will request that the student empty his/her pockets and/or purse and volunteer all drug-like substances. The student's person, locker, desk, and all personal property will be searched. The student will not be left alone. The search of the student's person by school officials will not constitute a strip search.

**Notification of Parents/Guardians:** The principal will contact the parents/guardians immediately to describe the situation and arrange a meeting.

**Confidentiality:** This is confined to those with a "need to know" as mandated by school policy.

**Disposition of Substance:** Any drug-like substance discovered will be sealed, documented, and submitted to the police for analysis and for possible use in further proceeding. Accurate tracking will be made of the substance before it goes to the police. The principal will give the student a signed, dated receipt from the police.

**Follow-Up Action:** Referral will be made to the Drug/Alcohol Staffing Team to investigate the student's background and to make findings known to parents/guardians, counselors, and the principal.

**Disciplinary Procedure:** If drug use is confirmed the police will be notified.

**Related Offense:** The student will be recommended for expulsion to the Board.

**Situation 5: A student is found to be using, to be in possession of, or suspected to be under the influence of a drug or alcohol when attending any school-sponsored function on or off school property.**

**Immediate Action:** The group sponsor or accompanying administrator will notify the police. Immediate referral for medical evaluation will be made if warranted.

**Investigation:** The sponsor or administrator will request that the student empty his/her pockets and/or purse and volunteer all drug-like substances. The student's person, locker, desk, and all personal property will be searched. The search of the student's person by school officials will not constitute a strip search. The student will not be left alone.

**Notification of Parents/Guardians:** The principal will contact the parents/guardians immediately and the situation described. The parents/guardians will be requested to transport the student home. If they are unable or unwilling to do so, the police will be asked to transport the student home.

**Confidentiality:** This is confined to those with a "need to know" as mandated by school policy.

**Disposition of Substance:** Any drug-like substance secured will be placed in a property envelope, documented, and submitted to the police for analysis and for possible use in further proceedings. Accurate tracking will be made of the substance before it goes to the police. The principal will give the student a signed, dated receipt and will obtain a signed, dated receipt from the police.

**Follow-Up Action:** Referral will be made to the Drug/Alcohol Staffing Team to investigate the student's background and to make findings known to parents/guardians, counselors, and the principal.

**Disciplinary Procedure:** If drug use is confirmed the police will be notified.

**Repeated Offense:** The student will be recommended for expulsion to the Board.

**Situation 6: A student is caught with any type of paraphernalia normally associated with the use of drugs (e.g.: tobacco, rolling papers, bong, clips, pipes, needles).**

**Immediate Action:** A staff member will confiscate item(s) and escort the student to the principal's office or summon the principal. The principal will notify the police.

**Investigation:** The principal or designee will request that the student empty his/her pockets and/or purse and volunteer all paraphernalia. The student's person, locker, desk, and all personal property will be searched. The student will not be left alone. The search of the student's person by school officials will not constitute a strip search.

**Notification of Parents/Guardians:** The principal will contact the parents/guardians immediately to describe the situation and to arrange a meeting.

**Confidentiality:** This is confined to those with a "need to know" as mandated by school policy.

**Disposition of Substance:** Any paraphernalia discovered will be sealed, documented, and submitted to the police for analysis and for possible use in further proceedings. Accurate tracking will be made of the substance before it goes to the police. The principal will give the student a signed, dated receipt and will obtain a signed, dated receipt from the police.

**Follow-Up Action:** When analysis of paraphernalia shows drug use or possession, referral will be made to the Drug/Alcohol Staffing Team to investigate student's background and to make findings known to parent/guardians, counselors, and the principal.

**Disciplinary Procedure:** If analysis of paraphernalia shows drug use or possession:

**Repeated Offense:** The student will be recommended for expulsion to the Board.

**Situation 7: A student is caught distributing drugs.**

**Immediate Action:** A staff member will confiscate item(s) and escort the student to the principal's office or summon the principal. The principal will notify the police.

**Investigation:** The principal or designee will request that the student empty his/her pockets and/or purse and volunteer all paraphernalia. The student's person, locker, desk, and all personal property will be searched. The student will not be left alone. The search of the student's person by school officials will not constitute a strip search.

**Notification of Parents/Guardians:** The principal will contact the parents/guardians immediately to describe the situation and to arrange a meeting.

**Confidentiality:** This is confined to those with a "need to know" as mandated by school policy.

**Disposition of Substance:** Any drug-like substance discovered will be sealed, documented, and submitted to the police for analysis and for possible use in further proceedings. Accurate tracking will be made of the substance before it goes to the police. The principal will give the student a signed, dated receipt and will obtain a signed, dated receipt from the police.

**Follow-Up Action:** Referral will be made to the Drug/Alcohol Staffing Team to investigate student's background and to make findings known to parents/guardians, counselors, and principal.

**Disciplinary Procedure:** Student will receive a suspension from school, in accordance with Title 16 VSA 1162, and referral to the State Police for arrest. Counseling in a community counseling program will be advised. The student will not be admitted or allowed on school property or at school-sponsored events and activities at any time until the disposition of the police referral is resolved. Such a disposition may lead to a hearing for expulsion.

**Situation 8: A student caught in a drug or alcohol related abuse situation, which occurs entirely off of school property, and without connection to any school sponsored activity.**

This situation may or may not have ramifications for in-school action. Each student will be dealt with individually by the administration, recognizing that the school may lack legal jurisdiction over an activity, which occurred off school grounds and independently of school sponsored activities.

The school will make its resources and services available to assist such students.