

**HALFWAY R-III SCHOOL DISTRICT
EXTRACURRICULAR, CO-CURRICULAR ACTIVITY AND STUDENT DRIVER
STUDENT DRUG TESTING POLICY**

The Board of Education recognizes that drug use is a serious problem confronting our community and, in an effort to protect the health and safety of its students from illegal drug use and abuse or injuries resulting from the use of drugs, thereby setting an example for all students of the Halfway R-III School District, adopts the following policy for drug testing of students participating in extracurricular and/or co-curricular activities.

Statement of Purpose and Intent

It is the desire of the Board of Education, administration, and staff that every student in the Halfway R-III School District refrains from using, possessing, or distributing illegal drugs. The sanctions of this policy relate solely to limiting the opportunity of any student in violation of this policy to participate in extracurricular and/or co-curricular activities. This policy is intended to supplement and complement all other policies, rules, and regulations of the Halfway R-III School District regarding possession or use of illegal drugs.

Participation in school sponsored extracurricular and/or co-curricular activities at the Halfway R-III School District is a privilege. Accordingly, students in extracurricular and/or co-curricular activities carry a responsibility to themselves, their fellow students, their parents and/or guardians and their school to set the highest possible examples of conduct, which includes avoiding the use of illegal drugs.

The purpose of this policy is to prevent and deter illegal drug use and to strive within the school district for an environment free of illegal drug use and abuse. The sanctions of this policy relate solely to limiting the opportunity of any student found to be in violation of this policy to participate in extracurricular and/or co-curricular activities. If the discipline policy of the Halfway R-III School District is violated with respect to alcohol and drugs, the student will be subject to the penalties of the discipline policy. The violation will also be counted as a violation of this policy.

Use of illegal drugs (as defined below) is incompatible with participation in extracurricular and/or co-curricular activities of the Halfway R-III School District. For safety, health and well-being of the students of the school district, the district has adopted this policy for use by all students participating in extracurricular and/or co-curricular activities in grades 7-12.

Drug testing Guidelines

Each student participating in extracurricular and/or co-curricular activities as well as student drivers, shall receive copies of the "Student Extracurricular/Co-Curricular Activity/Student Driver Drug Testing Policy" and "Student Extracurricular/Co-Curricular Activity Student Drug Testing Consent" form which shall be read, signed, and dated by the student, parent and/or guardian. In order to participate in extracurricular, co-curricular activities and or drive to school, students must provide the "Student Extracurricular/Co-Curricular Activities Testing Consent" form to the high school office by the deadline stated on the form. Any student who does not turn in the required forms by the deadline will not be eligible to drive to school or participate in any extracurricular and/or co-curricular activity during the remainder of the school year, including the months of May through August when school may or may not be in session.

Transfer students who intend to participate in extracurricular and/or co-curricular activities have 10 school days from enrolling in the district to turn in to the high school office the "Student Extracurricular/Co-Curricular Activity, Student Driver Drug Testing Consent" form. Once a transfer student turns in the form, he/she will be placed in the testing pool within one week. If the transfer student fails to turn in the form within the required 10-day period, he/she will not be eligible to participate in any extracurricular and/or co-curricular activity during the remainder of the school year, including the months of May through August when school may or may not be in session. Students in extracurricular and co-curricular groups to be drug tested include, but are not limited to the following: interscholastic sports, cheerleading, band, speech, drama, debate, FFA, FCCLA, FBLA, Skills USA, choir, academic teams, student council, school dances/prom, academic clubs, and field trips.

Definitions

Co-curricular activities-activities that students participate in outside of the classroom as a result of being enrolled in a school-offered class.

Extracurricular activities - activities that take place outside the regular course of study in school.

Drug Use Test - scientifically substantiated method to test for the presence of illegal drugs in a person's urine. The district may use alternative methods of testing as it deems appropriate (saliva, hair).

DSO – Designated School Official

Illegal Drugs - the use, possession, distribution, sale or solicitation of alcohol, drugs (their imitators), unauthorized prescription or non-prescription drugs, drug-related paraphernalia, narcotic substances, marijuana or other intoxicants and

any other substances, which an individual may not sell, possess, use, distribute, or purchase under either federal or Missouri law.

MRO- Medical Review Officer

Positive Test Result - when referring to a drug test administered under this policy, a toxicological test result which is considered to demonstrate the presence of an illegal drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.

Reasonable Suspicion — a suspicion based on specific personal observations concerning the appearance, speech, or behavior of a participating student, and reasonable inferences drawn from those observations in the light of experience. Information provided by a reliable source, if based on personal knowledge, shall constitute reasonable suspicion.

Procedure

Students will be required to provide urine samples as follows: (In cases where a student fails to provide a urine sample, a swab test of the inside of the mouth may be used.)

1. Randomly selected based upon the frequency the district deems appropriate.
2. At any time requested based on reasonable suspicion

Any drug test required by the Halfway R-III School District under the terms of the policy will be administered by or at the direction of a professional laboratory chosen by the school district using scientifically validated toxicological methods. The professional laboratory shall be required to have detailed written specifications to assure chain of custody of the specimens, proper laboratory control and scientific testing. All aspects of the drug-use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of students to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize the intrusiveness of the procedure. If a student fails to provide a urine sample over a reasonable amount of time, the technician may use a swab test where the inside of the cheek is swabbed for a sample.

The specific procedure will be as follows:

1. Each student is assigned an identification number for random selection. The testing agency will randomly select identification numbers from all students in the pool and provide them to the school district. The district will identify students based on these identification numbers provided and proceed with testing. Upon receiving a notice from the designated school official that the student has been selected for a random drug test, the student will go to the testing site. Appropriate steps will be taken to respect the privacy of students while, at the same time, preventing the falsification of testing. Upon entering the testing site, the student will be asked to provide the identification number given to him/her by the DSO. The student will then be asked to remove the contents of his/her pockets and remove outer garments. Next, the student will be asked to wash his/her hands. The collection technician will secure the bathroom by putting blue dye in the stool, taping off water supplies, removing trash cans, etc. The collection technician will then open a collection container in the presence of the student, remove the contents and hand the collection cup to the student, explaining that the student is to provide a urine specimen in the collection cup and then place the cup on a pre-designated flat surface upon completion of the void. The student will also be reminded not to flush the toilet or use the faucet until the collection is completed. The collection technician will step outside the bathroom and shut the door, allowing the student to provide a specimen in private.

Once the student has completed the specimen and opened the bathroom door, the collection technician will check the specimen for appropriate temperature, foreign color and odor. If the specimen does not show signs of tampering, the student will be allowed to wash his/her hands while the collection technician initiates a preliminary drug screen of the specimen. The collection technician will conduct all procedures in accordance with accepted industry practices.

2. If the initial screening test indicates the presence of a tested drug, or if the collection technician is conducting an internal self-audit of a testing device, the specimen collected will be poured into the specimen vials that came in the collection cup. The collection technician will initiate a split-specimen using a Custody and Control Form, that, when completed, will be sent (along with the specimen) to a SAMHSA-certified laboratory for a second screening test. If the second screening test is also non-negative, the laboratory will conduct a more in depth test by means of a gas chromatography/mass spectrometry (GC/MS) analysis.

If the GC/MS test is non-negative, the results will be forwarded to the Designated School Official (DSO). The DSO will contact the student's parent/legal guardian and ask for a meeting. At the meeting, the DSO will inform the parent/legal guardian of the non-negative result and ask for permission to forward the results to a Medical Review Officer (MRO). If permission is granted, the DSO will obtain the parent/legal guardian's name, ID # and contact phone # and forward that information to Employee Screening Services, who will then forward the

information to the MRO. If permission is not granted, or the parent/legal guardian will not meet with the DSO, the lab results will be accepted as the final results.

When the MRO receives the above information, he will contact the parent/legal guardian, verify identification and then discuss the medications the student is taking. If any of the medications being taken by the student could explain the non-negative result, the MRO will verify with the prescribing physician that there is a legitimate prescription in the student's name. Once all pertinent information has been obtained, the MRO will make a final determination of the test results. Those results will be forwarded to ESS, who will then forward them to the DSO.

If the parent/legal guardian contests the MRO's decision, the parent/legal guardian may request, within 72 hours of the MRO's decision, to have the split specimen sent to the same or a different laboratory for a second-opinion analysis. The cost of the split specimen test will be at the parent/legal guardian's expense and may be required prior to the test being conducted.

If a student does not provide a specimen within a reasonable amount of time, the student will have up to 5 days to provide a valid medical reason for failing to provide a specimen within the reasonable time period. The MRO will determine the validity of the medical reason provided.

Retesting After Service of Suspension

A student who has tested positive or has refused to test and has served the required suspension period will be required to undergo one or more additional drug-use tests before he or she may rejoin an extracurricular and/or co-curricular activity. These students must produce a negative test in order to become eligible.

Confidentiality

Test results shall be kept in confidential separate files separate from a student's other educational records and released to school personnel only when absolutely necessary.

Violations

Any students who test positive in a drug-use test under this procedure shall be subject to the following restrictions:

First Offense

1. The student shall be suspended from driving to school and from participation in all extracurricular and/or co-curricular activities including all meetings, practices, performances, and competitions, for 45 days. During this time, it is recommended that the parent/guardian obtain a substance abuse evaluation and education/counseling for the student. Students who obtain counseling from a school approved professional may appeal to the administration to reduce suspension to 30 days. Students who are enrolled in a class which involves co-curricular activities will remain in the class during the suspension and may participate in classroom activities, but may not participate in any activities outside of the regularly scheduled class time.

If because of the suspension, the student is unable to participate in an activity, which constitutes a portion of the student's grade, the student will be given the opportunity to complete alternative assignments so that the student can earn the same grade as he would have had he been allowed to participate in the activity.

Second Offense

2. The student shall be suspended from driving to school and from participation in all extracurricular and/or co-curricular activities including all meeting, practices, performances, and competitions for 52 continuous and successive weeks (365 days) from the date of the initial report of the second offense as stated in this procedure.

If, because of the suspension, the student is unable to participate in an activity, which constitutes a portion of the student's grade, the student will be given the opportunity to complete alternative assignments so that the student can earn the same grade as he would have had he been allowed to participate in the activity.

Third Offense

3. The student shall be suspended from driving to school and from participation in all extracurricular and/or co-curricular activities including all meetings, practices, performances, and competitions for the length of the student's enrollment at the school district from the date of the initial report of the third offense as stated in this procedure.

If, because of the suspension, the student is unable to participate in an activity, which constitutes a portion of the student's grade, the student will be given the opportunity to complete alternative assignments so that the student can earn the same grade as he would have had he been allowed to participate in the activity.

Refusal to Submit to Drug Use Test or Failure to Comply with Drug Testing Procedures

Students who refuse to submit to a drug -use test authorized under this policy will be subject to the following restrictions. Students who fail to comply with the testing agent's instructions will also be subject to the following consequences. This includes students who attempt to provide a false sample or a sample that has been tampered with:

First Offense

The student shall be suspended from driving to school and from participating in any extracurricular and/or co-curricular activities including all meetings, practices, performances, and competitions for 45 days and until such time that a drug-use test has been administered and passed. After the 45 days, the participating student shall again be subject to the School District Drug Testing Policy.

Second Offense

The student shall be suspended from driving to school and from participation in all extracurricular and/or co-curricular activities including all meeting, practices, performances, and competitions for 52 continuous and successive weeks (365 days) from the date of the initial report of the second offense as stated in this procedure.

If, because of the suspension, the student is unable to participate in an activity, which constitutes a portion of the student's grade, the student will be given the opportunity to complete alternative assignments so that the student can earn the same grade as he would have had he been allowed to participate in the activity.

Third Offense

The student shall be suspended from driving to school and from participation in all extracurricular and/or co-curricular activities including all meetings, practices, performances, and competitions for the length of the student's enrollment at the school district from the date of the initial report of the third offense as stated in this procedure.

If, because of the suspension, the student is unable to participate in an activity, which constitutes a portion of the student's grade, the student will be given the opportunity to complete alternative assignments so that the student can earn the same grade as he would have had he been allowed to participate in the activity.

Halfway R-III School District

Random Drug Testing Program Participation and Consent Form for Eligibility in the Athletics/Activity/Driving Program

Student's Name: _____ Date: _____

As a school's participant in athletics and/or activities I understand that participation is completely voluntary. I understand that my signature below authorizes the Halfway R-III School District to obtain a urine sample from the student whose name appears below if his/her name is selected as part of the random selection procedures of the Drug Testing Program. I also understand that currently available instant screen tests are not 100% reliable and that an instant screen test that shows positive will always be followed with a more sophisticated laboratory test for confirmation as described in the Random Drug Testing Policy. I understand that if a "positive" test results, the student and parents or guardians may need to disclose to the laboratory or its medical review officer any over-the-counter or prescription medications the student is or has taken. I understand that if a violation of the drug-testing policy occurs that the parent/legal guardian of the student, building administration, and the respective coach/activity sponsor will be the only individuals made aware of this information. I further understand and agree that the Halfway R-III School District will respond to a positive drug test result in accordance with the provisions of the Random Drug Testing Policy.

This completed form must be returned to the high school office within 10 days from entry into school. By signing this form, the parent/legal guardian and student understand and agree as follows:

1. The student and parent have read and understand the standards and guidelines for eligibility and participation in the Halfway R-III School extra/co-curricular activities and student driver program as set forth by the board of education and student handbook.
2. I give permission for my child to participate in the Halfway R-III Random Drug Testing Program.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____