

Regulation

DRUGS, ALCOHOL, STEROIDS PROCEDURE

Procedures and Guidelines

A. Prevention

1. The district has developed and implemented a comprehensive anabolic steroid, alcohol, and other drugs curriculum from K-12 to include but not necessarily limited to:
 - a. Emphasis on decision-making skills;
 - b. Emphasis on self-image building;
 - c. Emphasis on assertiveness skills;
 - d. Emphasis on knowledge about anabolic steroids, alcohol, and drugs and their harmful effects.
2. The schools shall develop in-service programs for staff with assistance from specialists to cover the following areas:
 - a. Identification of substance abusers;
 - b. Their role in the prevention of potential anabolic steroids, alcohol, and other drug abuse problems;
 - c. Their role in assisting or referring pupils with substance abuse problems.
3. The school, in cooperation with community agencies, shall develop programs for parents/guardians that will deal with:
 - a. Identification of anabolic steroid, alcohol, and other drug abusers;
 - b. Their role in the prevention of potential abuse problems;
 - c. Their role in dealing with an abuse problem that already exists.
4. The schools shall design programs and procedures to enhance pupil's self-image, decision making and assertiveness.

B. Intervention

1. The district should facilitate the growth of pupil groups that would promote positive peer pressure and positive alternatives for recreation and would help promote the health and welfare of pupils.
2. The district shall make available confidential counseling services for pupils considered a high risk for anabolic steroids, alcohol, and other drug abuse problems.
3. All staff members should be open to pupils who approach them in genuine need of advice and/or counsel. If determined that more professional care is needed, the counselor, nurse or child study team shall be contacted.
4. The district shall compile information regarding community and school services available to pupils. This information will be readily available to the pupils (e.g., in the library, in the student handbook, etc.).

C. Evaluation/ Treatment

1. Evaluation services shall be provided by the district child study team and appropriate outside agencies to determine:
 - a. The extent of the pupil's anabolic steroids, alcohol, or other drug use dependency; or
 - b. The pupil's need for special education services.
2. Treatment services for pupils who are affected by anabolic steroids, alcohol, or other drug abuse will be provided by the district child study team and will consist of:
 - a. Instruction and counseling; and

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- b. Referral and support services for pupils who are in care or returning from care for anabolic steroids, alcohol, or other drug dependency.
 - 3. A district-developed resource guide of local treatment options has been developed and is readily available in each school administrative and/or guidance office for pupils, parent/guardians and staff members.
 - 4. The child study team in cooperation with parents/guardians and/or the division of youth and family services shall make a concerted effort to assist in the placement of pupils with serious anabolic steroid, alcohol, or other drug use problems in appropriate facilities to treat such problems.
- D. Discipline
 - 1. Possession of or use of anabolic steroids, alcoholic beverages or controlled dangerous substances while on school premises and/or participating in any school activity shall be subject to disciplinary actions identified by the discipline code for each school and approved by the board of education. Notification will be made to the local police department for each offense
 - 2. Selling, distributing or purchasing anabolic steroids, alcohol or controlled dangerous substances in or on school grounds or during any school activity shall be subject to disciplinary actions identified by the discipline code for each school and approved by the board of education. Notification will be made to the local police department for each offense and all materials confiscated shall be submitted to that department.
 - 3. Consistent with the Paulsboro Services School District Board of Education policies, due process provisions are provided for alleged violations of this anabolic steroids, alcohol, and other drugs abuse policy.
- E. Reporting, notification and examination procedures
 - 1. If a pupil voluntarily reveals to any school personnel that another pupil is involved with--or is considering becoming involved with--anabolic steroids, alcohol, or other drugs, the school staff member(s) shall use his/her best judgment to decide which of the alternatives listed below to follow without revealing the pupil's name:
 - a. To listen and discuss in confidence the situation as related by the pupil;
 - b. To consult with the administration, the nurse, the guidance counselor, and/or mental health personnel; and
 - c. To consult appropriate in-school or approved out-of-school agencies.
 - 2. If a pupil is suspected of being under the influence of anabolic steroids, alcohol, or other drugs (or a pupil reports knowing a substance user):
 - a. Pupil should be observed if there are any symptoms (e.g., abnormal and/or erratic pupil behavior). If there are observable symptoms, teacher should have pupil escorted to nurse's office. (If there are no symptoms, observe until that time when there is no basis for continuing.
 - b. Nurse proceeds as follows:
 - (1) Notifies the principal or his/her designee who immediately notifies the parent/guardian and the superintendent;
 - (2) Records contact with pupil on medical files;
 - (3) Determines if immediate medical attention is needed, and follows emergency medical procedures if needed.
 - c. Principal is responsible to:
 - (1) Tell parents/guardians that the child is ill and asks that the parents/guardians come to school immediately;
 - (2) Explain to the parent/guardian that the pupil is thought to have used anabolic steroids, alcohol or other drugs.
 - (3) Arrange for an immediate examination of the pupil by a doctor for the purpose of

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diagnosing if the pupil is under the influence. This doctor may be selected by the Parent/guardian, or if such doctor is not immediately available, the examination may be done by the medical inspector or at the emergency room of the nearest hospital. The pupil should be accompanied by a designated staff member and a parent/guardian if available.

- d. The pupil's parent/guardian and the superintendent or principal shall receive a written report from the attending physician within 24 hours of the examination to determine whether or not the pupil was under the influence.
 - e. If the written report of the medical examination is not submitted to the parent, guardian, principal and Superintendent within 24 hours, the pupil shall be allowed to return to school until such time a positive diagnosis of anabolic steroids, alcohol, or drug use is received.
 - f. If the medical examination reveals a positive diagnosis of anabolic steroids, alcohol, or drug abuse, the pupil shall be returned to the care of a parent or guardian as soon as possible. The pupil will not be permitted to return to school without a written report stating the nature of the pupils illness and that the pupil is physically and mentally able to perform in school.
 - g. Refusal or failure by a parent or guardian to comply with the provisions of law shall be deemed a violation of the compulsory education and/or child neglect laws and appropriate action will be taken within the constraints of the law.
 - h. School principal will decide upon the consequences of the pupil's behavior. For example, a pupil may be allowed to return to class, to participate in an intervention program, to have further assessment, to attend a community agency program or may be suspended.
 - i. In all instances involving the use of anabolic steroids, alcoholic beverages or other drugs, a Violence, Vandalism and Substance Abuse Incident Report shall be made.
3. If the possession is observed by school personnel:
 - a. The school employee observing the possession will escort the pupil(s) to principal's office to be privately interviewed.
 - b. Notification of parents/guardians will take place and the pupil will be temporarily excluded from school, pending further investigation and assessment of the pupil.
 - c. Necessary legal authorities will be notified by the school.
 - d. Investigation and assessment of the pupil will dictate further action (e.g., suspension, referral to school programs or community agencies, expulsion).
 4. If the pupil is thought to be in possession:
 - a. A request to search a school locker is submitted to the principal in writing by a staff member, stating the circumstances that are perceived to warrant a search. The principal is to meet with the staff member who originates the request.
 - b. All requests for the search of a pupil's person or possessions shall be directed to the superintendent or his/her designee.
 - c. The superintendent or his/her designee shall assess whether in his/her discretion there are reasonable grounds to believe that a pupil:
 - (1) Possess evidence of illegal activity; or
 - (2) Possess evidence of activity that would interfere with school discipline and order.

In determining "reasonableness," the following factors will be considered:

- (1) The value and reliability of the information. Is there additional substantiating evidence? (An anonymous tip does not meet the standard.)
- (2) The pupil's age, history and school record.
- (3) The prevalence and seriousness of the problem in the school to which the search would be directed.
- (4) Does the pupil have a reasonable expectation of privacy in the item to be searched? Have locker inspections been conducted routinely as per policy?
- (5) Exigency--would the evidence be destroyed or removed if an immediate search

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- was not conducted? Is there time to request parental permission?
- d. If, after weighing the total factual picture, the superintendent or his/her designee determines an immediate search is warranted, the following shall apply:
- (1) Whenever possible, there shall be present at any search of a pupil or his/her possessions the pupil, the superintendent or his/her designee and the pupil's parent/guardian (or a third party if the parent/guardian is unavailable).
 - (2) If criminal activity is involved, law enforcement officers shall be contacted.
 - (3) The superintendent or his/her designee shall be responsible for the custody, control and disposition of any substance or object seized. However, once confiscated all substances, materials will be submitted to the local police department.
 - (4) The superintendent or his/her designee shall be responsible for the prompt recording in writing all reasons for the search, the persons present, the objects found and disposition of them, and the search follow-up steps recommended.
 - (5) Investigation and assessment of the pupil will dictate further action.
- e. The superintendent will notify the board of education in writing of incidents of locker search that result in the confiscation of any substance or object and certify that these administrative procedures were followed in each case. Any procedures not needed or used on a case-by-case basis are to be so reported. When exceptional circumstances warrant the immediate opening of a locker by a principal without the knowledge or presence of the pupil or parent/guardian involved, such action based on protection of life or public property is to be so reported to the board. All reports to the board should be made within the framework of retaining pupil confidentiality.