

## **SUBSTANCE ABUSE POLICY**

### Prohibited Conduct

- A. It is the policy of Collegedale Academy to maintain a safe and healthful environment for its students and employees. A drug-free/alcohol-free lifestyle is intrinsic to this policy. Therefore, it is Collegedale's policy that the manufacture, distribution, possession, and/or use of tobacco, alcohol, illicit drugs, or dangerous drugs is strictly prohibited.
- B. Illicit drugs include such substances as opium derivatives, hallucinogens (i.e., marijuana, mescaline, peyote, LSD, psilocybin), cocaine, amphetamines, codeine, heroin, morphine and other drugs prohibited by law.
- C. Dangerous drugs include drugs which, although legal, are available by prescription only. However, students using or possessing such drugs when prescribed to them under a physician's care, and in a manner that complies with the physician's orders and school policies, will not be considered to have violated the Substance Abuse Policy.
- D. It shall also be a violation of this policy for any student to inhale, ingest, apply, use, or possess an abusable glue, aerosol paint, or substance containing a volatile chemical with intent to inhale, ingest, apply, or use any of these in a manner:
  - 1. Contrary to directions for use, cautions, or warnings appearing on a label of a container of the glue, paint, or substance; and
  - 2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination, or elation, or change, distort, or disturb the person's eyesight, thinking process, balance, or coordination.

### Consent to Drug Testing

Students and a parent or guardian must sign a consent form before the beginning of the school year authorizing Collegedale Academy to conduct drug tests on the basis of both reasonable cause random selection. Failure to sign such a consent form, or to submit to testing upon request of the Academy, will result in the permanent dismissal of the student.

### Reasonable Cause Drug Testing

- A. When the Administrative Committee determines that there is reasonable cause to suspect a student has violated the Substance Abuse Policy's "General Prohibitions," it may require the student to submit to a drug test. Failure or refusal to submit to the required drug test will result in dismissal from the Academy.
- B. If a required drug test based upon reasonable cause returns a negative result, the cost of the test will be the responsibility of the Academy. Should the results be positive, the cost will be the responsibility of the student and/or parents.

## Random Drug Testing

- A. To assist in identifying students who may need help overcoming drug use or addiction, and to give our students an easy way to "save face" and just say "no" when tempted to use drugs by their peers, Collegedale Academy randomly drug tests its students.
- B. Using the "hair testing" method, Collegedale Academy will conduct random drug testing of all students.
- C. All students will be assigned a confidential number. Students' numbers will be drawn at random periodically throughout the school year for testing. All students will be tested at least once per year.
- D. At the time of testing, the students will be called to the school office, where a small strand of hair (about 1.5 inches long) will be clipped from the back of the student's head.
- E. The ideal sample for hair testing will be 1.5 inches in length. However, hair samples as short as 1/2 inch can still be analyzed for the presence of drugs. Students whose hair is too short to obtain any usable sample will be asked to submit to saliva testing and/or urinalysis as an alternate method of drug testing.
- F. The hair will be analyzed using methods capable of detecting the usage of drugs in the amphetamines, cocaine/metabolites, opiates, phenocyclidine (PCP), and cannabinoids (marijuana) groups during the ninety days preceding the test.
- G. If the alternative saliva testing or urinalysis methods are used, they will be conducted by a qualified laboratory utilizing standardized procedures.
- H. Refusal to consent and submit to testing when requested will result in permanent dismissal from Collegedale Academy.
- I. The test results will be kept confidential in compliance with the student's consent, the student's/parent's drug testing authorization and release, and or Collegedale's policy.\*
- J. An initial positive test result will be communicated to the school principal and will not be reflected in the student's permanent records. Families can choose whether they wish to inform other school employees about the student's test results.
- K. A positive test result will be relayed in a private meeting between the principal and the student and parents.

## Consequences of Prohibited Conduct or Positive Tests

- A. A student will be deemed to have violated the Substance Abuse Policy, and may be disciplined by the Administrative Committee any time that: (1) the Committee determines that the student has violated any of the Prohibited Conduct provisions above, or (2) the student tests positive in a Reasonable Cause Drug Test, a Random Drug Test, or a Follow-up Drug Test.

- B. \*Any student holding elected positions for officers within the Academy or extracurricular organizations who violates the Substance Abuse Policy will be required to resign their posts for the balance of the school year.
- C. It is the intention of Collegedale Academy to insure that students who violate the Substance Abuse Policy receive the professional help that they need.
- D. A student who violates the Substance Abuse Policy must attend an Academy-approved counseling session to determine whether there is a need for greater substance abuse intervention. Failure to attend this counseling session will result in permanent dismissal.
- E. A student who violates the Substance Abuse Policy must submit to Follow-up Drug Tests (at the parents' expense) throughout the twelve month period following the initial violation. These Follow-up Drug Tests will be conducted at (as near as possible) 100, 200, 300, and 365 days from the initial positive test to insure that the student remains drug-free.
- F. If any of the required follow-up tests fall on a date in which the Academy is not in session, the student will still be expected to submit to the testing. Re-admittance to the Academy will be denied to students who fail to submit to the required testing.
- G. If a student's four Follow-up Drug Tests are all negative, the student will be placed back into the Random Testing pool.
- H. If a student violates the Substance Abuse Policy a second time in the 24 months following the initial violation, the student will be permanently dismissed. In summary, two violations in any 24-month period results in permanent dismissal.
- I. Although the preceding second chance program is the preferred discipline for violators of the Substance Abuse Policy, the Administrative Committee reserves the right to impose any punishment for any violation of this policy, up to and including permanent dismissal from school, if it determines, in its sole discretion, that aggravating factors warrant a greater punishment, or mitigating factors warrant a lesser punishment. For example, students who distribute, attempt to distribute, or intend to distribute substances banned by this policy may be permanently dismissed after a first offense.