

# Oak Grove R-VI SCHOOL DISTRICT DRUG TESTING POLICY GRADES 7-12

## ***Background and Purpose***

Drug abuse is a serious problem. Schools, including Oak Grove R-VI School District, are not immune. Even students involved in extra-curricular activities are increasingly using alcohol and are experimenting with “street drugs” such as marijuana and cocaine.

The administration of the Oak Grove R-VI School District has noted and documented, both formally and informally, an increase in the use of drugs by students, including those students participating in extra-curricular activities, as well as those who park on school property.

The educational program and drug-testing program described in these materials is part of an overall physical conditioning program at Oak Grove R-VI School District. The goal is not to levy discipline but rather to aid in the discovery and prevention of possible drug-related problems. The key component of this program is opening the lines of communication between students and parents about the serious matter of drug usage and abuse.

A student using drugs is a danger to him/herself as well as other students. All students in the Oak Grove R-VI School District who choose to participate in extra-curricular activities and those who choose to park on school property are entitled to do so in a drug-free environment.

***As a condition of participating in extra-curricular activities and receiving a parking pass to park on school property, middle and high school students and their parents must consent to random drug testing of the students as further defined in the policy and administrative procedures.***

This program does not affect other policies and practices of the Oak Grove R-VI School District in dealing with drugs or alcohol use or possession where reasonable suspicion is obtained by means other than the mandatory and random sampling discussed here.

All students who will participate in extra-curricular activities during the school year and who complete and return the consent forms within the deadlines set by the superintendent or designee will be included in the testing pool and may be selected for testing as soon as the student is officially enrolled in the drug testing program, even if the extra-curricular activity has not yet begun. If a student is 18 years of age and living with a parent/guardian, he/she still must have both student and parent/guardian signatures. If the student is 18 years of age and has established a residence on his/her own, the student’s signature is all that is required.

## **Definitions**

**“Extra-Curricular Activities”**: means any school sponsored extra-curricular activity and/ or a performance in which a student represents the District, in the opinion of the District’s Administration. Extra-Curricular activities that will be tested are all MSHSAA(Missouri State High School Activities Association) regulated activities and events such as athletics, band, choir, cheerleading, academic competition, FFA(Future Farmers of America), FBLA(Future Business Leaders of America), FCCLA(Family Career Community Leaders of America), Forensics, Drama, Science Olympiad, Math Relays, Winter Guard and Flags. This list is subject to change on a yearly basis. The list of extra-curricular activities to be tested will be published at the yearly drug testing program informational session before school starts. When an activity or performance is part of a course offered by the school, such as band, choir, or forensics, the student’s grade or enrollment in the course will not be conditioned upon consenting to drug testing. However, the student will be given an alternative assignment in lieu of the activity or performance if the student and his/her parents do not consent to drug testing. The students enrolled in these courses will be notified at the beginning of each semester, if possible, which activities or performances they will be precluded from participating in and the alternative assignments.

**“Performances”**-means the scheduled games, matches, contests, or performances (including district, sectional and state contests) for the activities listed above.

**“Consent form”**- means the Parent/Guardian Drug Testing Consent Form which is adopted by the district’s administration.

**“Parking on school property”**-means any **student** who parks on school property during the school day. The car(s) that the student regularly parks must be registered with the high school office. The student is required to park in the designated student area on school property.

**“SAMSHA”**- Substance Abuse Mental Safety Health Administration

## **Procedures and Guidelines**

Each school year, prior to a student’s participation in a specified activity, each participating student and a parent/guardian will be invited to attend a drug awareness session. At the session, each student and parent/guardian shall receive information about the problems of drug use and receive a copy of the Oak Grove R-VI School District drug testing policy and its procedures. During each session, students and parent(s)/guardian(s) will have the opportunity to ask questions regarding the program. Students and parent(s)/guardian(s) need to sign up for the drug testing program even if they are not sure the students will

participate in an extra-curricular activity or request a parking pass that school year. If a student is new to the district, he/she has one week from the enrollment date to sign up for the drug testing program.

At the conclusion of the session, the student will take home the drug testing policy and have the consent form signed by both the student and a parent/guardian. This procedure and consent form contains the procedures for mandatory and random drug testing. It provides that the student and parent/guardian must sign the consent form to be eligible to participate in extra-curricular activities at Oak Grove High School and Oak Grove Middle School. Students and parents/guardians must also sign the consent form to be eligible to park on school property. If the student is 18 years of age and has established a residence on his/her own, the student's signature is all that is required.

Each student who has signed a consent form will be assigned to the random pool for the duration of participation in the drug-testing program. This consent form must be turned in prior to the deadline set for the school year, or the student will not be eligible to participate in extra-curricular activities or park on school property for the entire school year. For random drug testing, each student will be assigned a number that will be maintained in the Activity Director's office. This number will be the student's identification number for testing and will not change. Only the activity director and district staff designated by the superintendent to assist the activity director in administering the drug testing program will have access to student numbers. High school and middle school students will be selected. Such random drug testing may occur at any time during the school day. The drug testing company will randomly select numbers, and the A.D. will match the selected numbers to the master list of participants. Participants will be called for testing in the order listed until all have been identified as available for testing. Testing will occur during the school year only and regardless if that student's activity is in season or not or if his/her club is meeting or not. Students who wish to drop out of the drug pool must have their parent/guardian come to the school and meet with the A.D. The student and parent/guardian must sign a release form stating that they no longer wish to participate in the random drug testing pool. If the student is 18 years of age and living on his/her own, he/she still needs to come in and meet with the A.D. to drop out of the testing pool. **Once a student enters the pool, he/she must remain in the pool for the remainder of that school year to be eligible to participate in extra-curricular activities or park on school property for that school year.**

### ***Parent-Requested Participation***

Parents of students who wish for their student to participate in the drug-testing program may voluntarily enroll the student in the district's program even if the student is not involved in extra-curricular activities and does not park on school property. The student will be placed in the drug pool and noted as a voluntary participant. If selected and the test is positive, the parent will be notified of the positive test, but the student will not be

penalized through this policy or the Student Discipline Policy of the Oak Grove R-VI School District.

### ***Privacy and Confidentiality***

The testing method to be administered will be urinalysis. Appropriate steps will be taken to respect the privacy of students while, simultaneously, preventing falsification of testing. Upon receiving a notice from the administration that the student has been selected for a random drug test, the student will go to an assigned area and wait until it is his/her turn to produce a specimen. A representative of the Oak Grove R-VI School Administration or School Nurse will be available during the testing procedure. Prior to being called by the test administrator (from the pre-established drug testing company), the student will be given an identification number by a school official. When called by the test administrator (employee from drug testing company), the student will proceed to the testing site. The student will present the identification number to the test administrator, who will record that number on the tests recording form. The test administrator will then ask the student to remove hats and outer garments (if any) and place the contents of the pockets on the testing table. The student will be allowed to return any non-containers to his/her person. The student will then be asked to select a collection cup and instructed to open the cup and dump the contents on the table. The test administrator will accompany the student to the restroom, where the student will be instructed to place the collection cup on a ledge or counter and then wash their hands. The test administrator will have placed blue dye into the toilet in the restroom and have taped off all but one sink, prior to the student testing or as the student is washing. When the student finishes drying his/her hands, the test administrator will instruct the student to step into a pre-selected stall and void into the collection cup. The student will also be asked not to flush any toilet or use any faucet. The test administrator will then step out of the restroom, or behind the restroom outer wall, until the student completes the void, comes out of the stall, and places the collection cup on a pre-arranged flat surface. When the test administrator re-enters the restroom, he will take the collection cup and determine if there is a sufficient specimen to test, that the specimen has an appropriate temperature, and that there is no foreign color or odor to the specimen (if any of the above take place, the test administrator will reject the specimen and collect a second specimen). If the specimen is acceptable for testing, the student will be asked to again wash his/her hands and then stand by the entrance of the restroom (keeping the specimen in his/her sight). The test administrator will then open a screening test device and place it in the specimen. When the test administrator completes the screening process, the student will be permitted to leave the test area, unless the initial screen indicates the presence of a drug included on the schools testing agenda. If the screening test indicates a positive screen, the verification process will be implemented. If a student is unable to produce a urine sample, the student will undergo a time limit of 3 hours in order to produce a sample. At that time if the student is still unable to produce a sample, the student must make an appointment with a doctor to see if a medical reason exists to explain the inability

to produce a urine sample. The test results will remain confidential and will only be released to the student, his/her parents or guardians, and approved school officials. Regardless of a positive test or not, parents will be notified through a letter that their child was randomly tested that school day. In addition, the test results will not be used for student discipline and will not become part of the student's permanent record/transcript or communicated to any other party. All files regarding the participants in the program, as well as test results, shall be kept strictly confidential and will be kept separate from the mandatory school files required for each student. If the student tests positive, the results will only be used to determine eligibility for participation in extra-curricular activities as defined in this policy and for eligibility for a student parking pass. The results will not be used to suspend or expel a student from school, will not be included in the student's disciplinary record, and will not be communicated to any other party unless the school district is subpoenaed.

### ***Verification of Sample***

Verification of sample will vary with drug testing company that is hired to do random testing with school district.

### ***Disclosure of Other Medications***

Upon confirmation by a SAMSHA-certified (Substance Abuse Mental Safety Health Administration) laboratory of a positive specimen, the parents of the student will be asked to bring any prescription medications the student is currently taking to a meeting with the designated school official. The official will then verify with either the school nurse or the test administrator (or the administrator's company representative) the validity of the medication producing the positive result. If the medication produces a legitimate medical reason for the presence of the drug, the results will be deemed as negative. If there is not legitimate or acceptable medical explanation, the positive result will remain. Proof of medication can be given through the presentation of a prescription bottle or through doctor verification.

### ***Consequences***

A student who has initially consented to be tested may refuse to be tested, but if he/she chooses to do so, he/she will immediately be suspended from participating in extra-curricular activities and/or the privilege of parking on school property for 365 calendar days.

Consequences for a positive test shall be suspension from participation in all school-sponsored activities and/or driving to and from school for a period of 28 calendar days from when the test results are determined by the test administrator. In order for the student to be reinstated to extra-curricular activities

and/or park on school property, he/she must take another drug test at the expense of the student and parent/guardian. This test must show negative for drugs in the system. The lab testing facility must be pre-approved by the school district, and the test must include the substances tested for in the school testing program. The student can attend practice sessions, continue to attend team functions and sit with fellow participants during the activities but may not participate. The 28 days can be reduced to 14 calendar days if the student and a parent/guardian will participate in substance abuse education as recommended by a mental health professional certified in substance abuse treatment. After a student tests positive for illegal substances, he/she will be subject to non-random testing at the request of the administration for the remainder of the student's participation in extra-curricular activities and/or parking on school property in the designated student areas for the current school year. A second positive test during the 365 days immediately following the first positive test, mandatory or random, will result in the student being ineligible to participate in all extra-curricular activities and/or parking on school property for an additional 365 calendar days. This consequence can be reduced to 182 calendar days if the student will undergo a full substance abuse assessment and follow through with treatment as recommended by the certified substance abuse treatment provider.

A third positive test results in the permanent loss of extra-curricular and/or parking privileges during the student's middle and high school career. This consequence can be reduced to 365 days if the student will complete a residential substance abuse treatment program and follow through with all prescribed treatment upon release from the facility.

### ***Drug Counseling and Assistance***

Upon request, the district's counselors will provide information on treatment programs and other resources available in the community.

### ***Drugs that Oak Grove R-VI School will be testing for:***

Marijuana (THC), Cocaine, Amphetamines (Meth), and Opiates will compose the test. Alcohol can be tested on a reasonable suspicion basis. The school district will pay for all random drug screenings.

**Oak Grove R-VI School District  
Drug Testing Consent Form  
2006-2007**

**I have read and completely understand the district's policy and procedures regarding the Oak Grove R-VI School District student drug testing program.**

**I hereby give consent for my student to participate in the drug testing program at Oak Grove Middle/High School. I understand that my student will be placed in the pool for random drug testing and that the Oak Grove R-VI School District will pay for all random drug tests if my student is selected. I understand that if my student tests positive for drugs during a random drug test, I will have to pay for drug testing for him/her to be reinstated into extra-curricular activities or park on school property.**

**I understand that students who wish to drop out of the drug pool must first have their parent/guardian come to the school and meet with the Activities Director. The student and parent/guardian must sign a release form stating that they no longer wish to participate in the random drug testing pool. If the student is 18 years of age and living on his/her own, he/she still needs to come in and meet with the A.D. to drop out of the testing pool. Once a student enters the pool, he/she must remain in the pool for the remainder of that school year to be eligible to participate in extra-curricular activities or park on school property for the next school year.**

**Student Name (please print) \_\_\_\_\_**

**Student Signature \_\_\_\_\_**

**Parent/Guardian Name (please print) \_\_\_\_\_**

**Parent/Guardian Signature \_\_\_\_\_**

**Today's Date \_\_\_\_\_**

**Forms must be completed before a student can park on school property or participate in any extra-curricular activity. This consent form is good for one school year and must be renewed annually in order for the student(s) to be eligible to participate in extra-curricular activities or park on school property.**