

# **Drugs and Alcohol Policies**

## **Drug Policy**

Any student known to be selling any type of illegal drug on or off campus will be suspended from school and may be subject to expulsion pending fair process. In addition, law enforcement will be notified of the incident.

Any student buying, receiving, possessing, using, or under the influence of any type of illegal drug at school, a school related activity or on the way to or from school or a school related activity may be immediately suspended for three days and placed on probation for no less than the remainder of the current school year, given fair process and may be expelled.

## **Drug Testing Policy**

Our Lady of Providence Jr. – Sr. High School believes that our mission is to help our students to stay away from the influences of illegal drugs. At the center of our drug policy is a desire to promote health and safety in our student body and to provide our students with another reason to say “no” to using drugs.

We understand that developmental issues may impede adolescents from making sound decisions at times. Given this reality in the lives of our students, we have employed a two part policy concerning the use of drugs by our students. The first set of policies is designed to foster a community of drug-free learners by testing for their use. The second set of policies is designed to intervene in the life of a student who either chooses to experiment with drugs or who may desire to use them for other reasons including addiction.

These policies apply to every Providence student, from the first day of freshman orientation until the student’s last school-affiliated event is completed as a senior. The policy applies at all times and in all places. There are no times, no days, no places, and no circumstances in which this policy does not apply.

### **Drug Testing to Help Ensure a Healthy Community**

1. All high school (9<sup>th</sup> – 12<sup>th</sup> grade) students will be tested for drugs at least two times per year. These will be done on a random basis at varied times throughout the year. Approximately twenty percent of students will be randomly tested a third time beyond the two mandatory tests that are required of all students.
2. Any student (7<sup>th</sup> – 12<sup>th</sup>) who displays behavior that may be consistent with the use of drugs or is otherwise demonstrating conduct that may be in violation of this policy may be required to submit to further testing beyond the two mandatory tests required for all students. Students known to be selling any type of illegal drug on or off campus, buying, receiving, possessing, using, or under the influence of any type of illegal drug at school, a school related activity or on the way to or from school or a school related activity fall under the school’s Drugs and Alcohol Policies and are subject to additional testing and the published disciplinary consequences.
3. All transfer students will be drug tested as soon as possible after applying for admission but no more than thirty days from his or her first day of school. Admission is probationary until the testing has taken place and results showing the absence of drug usage are obtained.
4. Testing Method: Providence will use a small (approximately 50 grams) hair sample to determine the use of drugs. Trained school personnel will collect a small sample of head hair. However, if a sample of head hair cannot be obtained, body hair from the arm or leg will be used as long as there is an appropriate sample amount. It is the responsibility of the student and parents to ensure that a hair sample of approximately 50 grams can be taken from the student’s head, arm, or leg at all times. If a medical condition does not allow for an appropriate hair sample, an alternative testing method will be used. If it is determined that a student has shaven his/her body hair in an attempt to avoid being drug tested, the school would consider this action to equate to a positive test.

## Intervention and Treatment for a Positive Test

Because of Our Lady of Providence Jr. – Sr. High School's desire to be a drug-free school we commit ourselves to helping students who test positively for drugs. Positive results from the drug testing program **will not** lead to automatic disciplinary consequences. It is our most sincere desire that students who test positive will, upon getting the help necessary, return to good health and promote the values of our Catholic school.

Students who test positive and are known to be selling any type of illegal drug on or off campus, buying, receiving, possessing, using, or under the influence of any type of illegal drug at school, a school related activity or on the way to or from school or a school related activity fall under the school's Drugs and Alcohol Policies and are subject to the published disciplinary consequences.

Administration and counselors will be the only school personnel notified of test results. School personnel will make every effort to keep test results confidential and will notify the parents and student of a positive test as soon as possible.

### 1. A first positive test:

If a student tests positive for drugs, administration will inform the student in person. As soon as possible, the parents will be notified by telephone or letter if they cannot be reached by phone. No one outside of school administration and counseling will be informed of the positive test results.

A meeting will take place between school administration and/or counseling, the student, and his/her parents. At this meeting the test results will be explained and resources and counseling programs will be provided. The re-testing procedure will also be explained (every 100 days at the student's expense) as well as the consequences of a second positive test. The re-testing procedure requires that every 100 days (for as long as the student is a student at Providence) the school will take another hair sample of approximately 50 grams from the student to determine student use of drugs. Parents will be required to pay the cost of the additional hair samples out of the regular testing window. **Because the primary focus of this policy is a health and wellness program, there will be no disciplinary consequences at this time.**

### 2. A second positive test:

Again the student and parents will be notified of the positive test and a meeting will take place where the test results are explained. The school will make a referral to a Providence approved drug and alcohol counseling program. The student is required to complete the counseling program successfully and will provide appropriate verification of such when requested by the school. Any expenses incurred from the treatment program will be the responsibility of the student/parents. The re-testing procedures continue.

### 3. A third positive test:

The school will assume that despite the support given to the student and family, the student is in violation of the policy and unable or unwilling to stay drug-free. At this time the student will likely be expelled from Our Lady of Providence Jr. – Sr. High School.

**Note:** If the second positive test occurs with less than one hundred days before the student's expected graduation, the student's diploma will be held until the one hundred day period of time has passed and the student will be re-tested at his/her own expense. If the test results are positive, the student will likely be expelled and the diploma will not be conferred.

## Prescription Drugs

If a student tests positive for a prescription drug, his/her parents will be asked to provide school administration with the original prescription. If a parent no longer has the prescription, a signed note from the doctor verifying the prescription and dosage will be sufficient. Any student who misuses or abuses prescription medication will be in violation of this policy.

## Additional Testing

In addition to the regularly administered drug testing outlined above, Providence Jr.-Sr. High School reserves the right to require drug testing, at the family's expense, in situations the school deems appropriate. This includes but is not limited to the following:

- Suspension from school
- Truancy or habitual tardiness
- Exhibition of behavioral patterns associated with substance use/abuse
- Upon administrative discretion

**Note: Anyone seeking additional information about testing procedures should contact the Director of Students.**

## Alcohol Policy

Any student selling or providing alcohol for other students on or off campus may be suspended from school and may be subject to expulsion from school pending fair process. If the student is allowed to return to school he/she will be placed on probation for no less than the remainder of the current school year.

Any student receiving, possessing, using, or under the influence of alcohol at school or at school related activities will be suspended from school and placed on probation for no less than the remainder of the current school year.

Any student who is arrested or cited by the police for a drug or alcohol related offense may be suspended from school and placed on probation for no less than the remainder of the current school year and may be expelled pending fair process.

Any student who hosts or sponsors a party or gathering where drugs or underage drinking occurs, regardless of the student's intentions for the party, may receive up to a five day out of school suspension and be placed on probation for no less than the remainder of the year.

## Drug/Alcohol Policy and Extracurricular Participation

Extra-curricular programming is an integral part of the Providence school community. Participation in this programming is both an honor and a privilege. This privilege requires a higher standard of conduct from the students who participate. One aspect of that high standard is an agreement by the student to avoid the use of drugs and alcohol.

**If a student is found in violation of the school's drug and alcohol policy and is readmitted to Providence, he/she will serve the following disciplinary penalty:**

- removal of any elected position or honor for the school year
- removal of any liturgical ministry position for the school year
- forfeiture of participation in 25% of scheduled academic competitions
- forfeiture of participation in 25% of the scheduled athletic team's contests if the violation occurs in season; if the violation occurs out of season, or if less than 25% of current in-season contests remain at the time of the violation and the athlete cannot fulfill the terms of the resulting athletic suspension within the sport's current season, the suspension carries over in equal percentage amounts to the next sport season in which the athlete has previously participated.
- Forfeiture of participation in the school's next theatrical performance

If a student is found in violation of the school's drug and alcohol policy for a second time and is readmitted to Providence he/she will no longer be allowed to hold an elected position. In addition the student would forfeit participation in any extracurricular activity for 365 days from the date of the offense.

If a student is found in violation of the school's drug and alcohol policy for a third time and is readmitted to Providence he/she will be suspended from school for three days. At this time the student will be placed on probation for no less than the remainder of the current school year. If a student violates this probation he/she will likely be expelled pending fair process. In addition, the student will no longer be eligible to participate in extracurricular activities at Providence.

Any student found in violation of the school's drug and alcohol policy and is readmitted to Providence, but does not participate in an extracurricular activity, will be given two Saturday schools.

All decisions regarding the forfeiture of participation in an extracurricular activity will be made by a drug and alcohol review committee. The administration reserves the right to question any Providence student concerning information he or she may have on an incident. This investigation does not require parental approval nor are parents present. A student and his/her family may appeal the decision of the review committee. They must notify the Director of Students of their intent to appeal within 48 hours of the time the parents were informed of the initial decision. All appeals will be heard by the Director of Students and the Principal.

A student who is found to be using alcohol, but is not in violation of the above policy (i.e. not at a school event, not providing for others, not arrested, not hosting the party, etc.) will be required to meet with administration and/or counseling and may be required to attend some type of alcohol program. However, this would not result in disciplinary consequences.

A student who voluntarily seeks aid through any staff member or the guidance department concerning an alcohol or drug problem will NOT be considered a discipline problem. Please see chemical dependency under student services.

Exceptions, such as the lessening of penalties, to the above policy may be made for students who are honest about their actions when first questioned by administration.

*Any exceptions to the attendance, behavior, and general policies of this school are at the discretion of and subject to the approval of the administration.*