

STUDENT DRUG TESTING PROGRAM

School Town of Highland is committed to providing a safe and orderly learning environment. A concerted effort has been taken to secure the facilities and manage the behavior of the student population. Substance abuse presents a serious risk to the safety and well being of the school community. In an effort to address this growing concern, a program of deterrence will be instituted as a proactive approach to the maintenance of a drug free school. Substance abuse poses an immediate threat to the safety of student drivers and students involved in extracurricular activities, clubs and athletics who represent Highland and are expected to set positive examples for their peers.

PURPOSE

1. To provide for the health and safety of students.
2. To undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use drugs detrimental to their health.
3. To encourage students who use drugs to participate in drug treatment programs.

INTRODUCTION

The Highland High School drug testing program will be implemented during the 2015-2016 school year. The program does not affect the current policies, practices or rights of the School Town of Highland regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy. It applies only to extra-curricular activities (performance/competition based), clubs, athletics and student drivers. The drug-testing program is aimed at prevention not punishment.

The program is designed to create a safe, drug free environment for students and assist them in getting help when needed. No student shall be expelled or suspended from school as result of any certified "positive" test conducted by his/her school under this program. Students will not be penalized academically for testing positive for banned substances. The results of drug tests pursuant to this policy will not be documented in any permanent school record. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities in the absence of legal compulsion by valid and binding subpoena or other legal processes, which the School Town of Highland Board of School Trustees will not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent, legal guardian, or custodian will be notified by the School Town of Highland at least seventy-two (72) hours before response is made to the extent permitted by such subpoena or legal process.

Student groups to be placed in the random drug testing pool included but are not limited to*

Academic Decathlon	Highland Theatre Company	SAGA
Athletics	Japanese Club/Honor Society	Spanish Club/Honor Society
Color Guard	Key Club	Student Council
Dance Team	Latin Leadership Club	Student Drivers
Debate/Speech Team	Marching Band	Trojan Tribune Newspaper
Fearless HHS Prayer Group	National Art Honor Society	Yearbook Staff
German Club/Honor Society	National Honor Society	
Girls UP Club	Science Olympiad	

*STOH reserves the right to add/remove groups as new student groups are formed.

SCOPE

This policy applies to all School Town of Highland students in grades 9-12 who are issued student parking permits and/or who participate in school sponsored extra-curricular activities, clubs and/or athletics. These programs are privileges afforded to our students.

DRUG EDUCATION

Educational information about the harmful effects and consequences of alcohol and other drug abuse and, if needed, where they can seek professional help for a substance abuse problem is available to students and their parents. Highland is committed to a pro-active philosophy in deterring substance abuse.

CONSENT FORM

It is mandatory that each student in grades 9-12, prior to being issued a parking permit or allowed to participate in extracurricular activities, clubs or athletics, sign and return the School Town of Highland Student Drug Testing Program Consent Form. Failure to comply will result in non-participation. The consent form must be dated and signed by the participant and by the parent/guardian. In doing so, the student is consenting to participate in the drug-testing program at School Town of Highland until the student graduates or a parent/guardian submits a written request to have his/her student removed from the drug-testing program.

If a student has not submitted a consent form at the beginning of a school year (and does not have one on file), he/she may submit a form prior to electing to compete or perform in athletics, club(s) or an extracurricular activity. Students who apply for a parking permit after the school year has begun must submit a consent form prior to a parking permit being issued.

BANNED SUBSTANCES

For the purpose of this policy, the following substances or their metabolites that can be tested for are considered illicit or banned for School Town of Highland students. The drugs that could be included but not limited to in the screening process:

Amphetamines	Codeine	Barbiturates
Methamphetamine	Morphine	Benzodiazepines
Ecstasy	6-MAM (Heroin metabolite)	Methadone
Cocaine	Phencyclidine (PCP)	Methaqualone
Benzoyllecgonine	Marijuana	Propoxyphene
Opiates	THC (Cannabinoids)	

TESTING PROCEDURES

1. The selection of the participants to be tested will be done randomly by the testing company, and the selections will be made from time to time during the school year. Names will be drawn from one (1) large pool of those agreeing to be tested. The testing company is responsible for seeing that proper drug testing custody and control forms are used. A student number will be used for identification with the student's name only appearing on the copies that go to the donor and principal/principal's designee.
2. Testing may occur on a different day, Monday through Friday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. The testing year begins with the date of the first activity for the upcoming school year and continues for 365 days thereafter.
3. No student will be given advance notice or early warning of the testing. In addition, the chain of custody procedure will be observed to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis test under this policy, a student will be required to provide a sample of "fresh" urine according to the quality control standards and policy of the laboratory conducting the urinalysis.
5. Students will not be allowed to take backpacks or purses into the testing area. Students will remain in the area designated for testing until they have produced an adequate urine specimen. If unable to produce a specimen, the student will be given up to 24 ounces of fluid. If still unable to produce a specimen within two hours, the student will be considered ineligible for extracurricular activities, clubs, athletics or a parking permit until a negative test is obtained.

6. The parent/guardian will be telephoned and informed that the student was unable to produce a sample for the testing procedure and that he/she may be tested at a later date to be reinstated for eligibility.
7. All specimens registering below 90.5 degrees or above 99.8 degrees Fahrenheit will be invalid. There is a head strip on each of the specimen bottles indicating the validity of the urine specimen by temperature. If this occurs, the student must give another specimen.
8. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for extracurricular activities, clubs, athletics, or a parking permit for the remainder of the school year. This will be reported to the parent/guardian.
9. Immediately after the specimen is taken, the student may return to class with a pass with the time he/she left the collection site. The principal/administrative designee must time and sign the pass.
10. The vendor contracted by School Town of Highland to administer the test will keep each sample in their possession. Each specimen will be tested for the banned substances listed in this policy.
11. Only students who test positive will be notified of the test results.
12. The laboratory selected must follow the standards set by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of Accreditation of Healthcare Organizations (JCAHO).

CHAIN OF CUSTODY

Chain of custody is the responsibility of the drug testing vendor.

TEST RESULTS

This program seeks to provide needed help for students who have a certified "positive test."

1. The principal/principal's designee will be notified of a student testing "positive." The principal/principal's designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information which will be considered in determining whether a 'positive' test has been satisfactorily explained. In addition, the student or parent/guardian may appeal by requesting that the urine

specimen be tested again by the certified laboratory. The cost of a parent requested retest will be the financial responsibility of the student or his/her parents/guardians.

2. If the test is verified "positive," the student and parent/guardian will be given the names of counseling and assistance agencies that the family may want to contact for help. The student will be prevented from participating in extracurricular activities, clubs, athletics, and/or the student parking permit will be revoked until after a "follow up" test is requested by the principal/principal's designee (as cited in the Student Drug Testing Progressive Discipline timeline) and the results reported.
3. The School Town of Highland reserves the right to continue testing at any time during the remaining school year any participating student who tested "positive" and did not make satisfactory explanation with the corporation's drug testing agency.
4. The School Town of Highland reserves the right to conduct follow-up testing, at any time, during the school year of any participating student that was in violation of the Highland High School Handbook for possession or use of illegal substances.
5. If the student is an athlete, s/he is subject to the school's athletic code as stated in the Athletic Code of Conduct.
6. Information on a certified 'positive' test result will be shared on a 'need to know' basis with the student's school administration, counselor, coach and/or sponsor. The results of 'negative' tests will be kept confidential to protect the identity of all students being tested.
7. Drug testing result sheets will be returned to the principal/principal's designee identifying students by number and not by name. Names of students tested will not be kept in open, unsecured files. Result sheets will be locked and secured in a location that is only accessible to the principal/principal's designee and separate from the student's regular file.

RANDOM DRUG TESTING PROGRESSIVE DISCIPLINE

	Athletics	Extra-Curricular	Students w/Parking Permits
Self-Report*	Enrollment in intervention/counseling program (at the parent's expense)		
	Follow-up testing		
1 st Violation**	Enrollment in intervention/counseling program (at the parent's expense)		
	Any student who refuses to submit a sample will be subject to progressive discipline as if they had submitted a positive test.		
	Suspension for 25% of scheduled competitions and performances	Suspension for 25% of scheduled performances	Suspension of parking privileges until negative follow-up test is produced
2 nd Violation**	Enrollment in intervention/counseling program (at the parent's expense)		
	Suspension for 365 days from the date of the infraction for competitions	Suspension for 365 days from the date of the infraction for performances	Suspension for 365 days from the date of the infraction for parking privileges
3 rd Violation**	Enrollment in intervention/counseling program (at the parent's expense)		
	Suspension from competitions for remainder of high school career	Suspension from performances for remainder of high school career	Suspension of parking privileges for remainder of high school career

* Students who self-report and have a positive follow-up test will be moved to 2nd violation.

** Students committing violations "out of season" will be subject to progressive discipline outlined in the athletic/extra-curricular code of conduct.

** Students involved in multiple activities (in-season at the time of a positive test) will serve suspensions for each activity.

CONFIDENTIALITY

The results of a test or the disposition of the student involved in testing shall only be disclosed as otherwise pursuant to the School Corporation's FERPA policy.

The testing laboratory may not release any statistics on the rate of positive drug tests to any person, organization, or media without the written consent of the School Town of Highland. However, the lab will provide the building principal with an annual report indicating the number of tests performed, rate of positive and negative tests, and what substances were found in the positive urine specimens.

Under this drug testing program, any staff, coach or sponsor of School Town of Highland who has knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved unless legally subpoenaed. Violating confidentiality could result in disciplinary action.

FINANCIAL RESPONSIBILITY

1. Under this policy, the School Town of Highland will pay for all initial random drug testing and all initial 'follow up' drug testing.
2. A request on appeal for another test of a 'positive' urine specimen is the financial responsibility of the parent/student.
 - This includes a 'follow up' test that falls outside of the normal testing cycle in an attempt to reduce the amount of time a student would be unable to drive, compete, perform and/or participate.
3. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the parent/student.