

BELLEVUE CITY SCHOOLS DRUG TESTING POLICY



The Bellevue City School District Board of Education Drug Testing Policy was formed in an effort to deter Bellevue High School students from using alcohol and illicit drugs. This policy reflects the Bellevue City School District Board of Education and the community's strong commitment to establish a truly drug and alcohol free school program. Because of the pervasive nature of drug use in our society, Bellevue City Schools have selected student athletes, student drivers, and all students who participate in co-curricular/extra-curricular activities. Also, students with parent consent who choose to voluntarily be tested will be included in the testing pool. This policy applies to all athletes, co-curricular/extra-curricular activities, students who opt-in, and student drivers parking on school property from grades 9-12.

PURPOSE OF THIS POLICY SHALL BE:

1. To continue to provide a healthy and safe environment to all students.
2. To encourage students to remain drug free and provide a legitimate reason for students to refuse drugs and alcohol.
3. To provide solutions for students who violate the drug free policy.

The random drug testing program does not affect the current policies, practices, or rights of the district regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy. No student will be suspended or expelled from school as a result of any certified "positive" test conducted by his/her school under this program.

No student will be penalized academically for testing positive for banned substances. The results of a drug test will not be documented in any student's academic record. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities without legal compulsion by valid and binding subpoena or other legal process, which the Bellevue City School District will not solicit. All students and parents/guardians/custodians must sign an "Informed Consent Agreement" for drug testing in order to be eligible to participate in athletics, extra-curricular/co-curricular activities, and/or drive to school and park on school property. This policy includes all students involved in an activity in "club" or "pilot" status.

The principal/designee will make all final decisions regarding any drug testing issues within his/her building.

*Note: For the purpose of this policy, the word “drug” is defined as any illegal/illicit drug and/or alcohol.

DEFINITIONS

1. ATHLETICS

Any person participating in the Bellevue High School athletic program and/or contests under the control and jurisdiction of the Bellevue City Schools and/or the Ohio High School Athletic Association (OHSAA). This policy also includes cheerleaders and mat maids. The athletic program includes, but is not limited to, Baseball, Basketball, Cross Country, Golf, Tennis, Track & Field, Cheerleading, Football, Softball, Volleyball, Wrestling, Mat Maids.

2. EXTRA-CURRICULAR

Any club, group, team or activity that does not involve a grade which includes, but is not limited to the following: Art Club, Yearbook, Academic Challenge, Student Council, Key Club, Bass Club, Drama Club & Thespians, Entre Nous (French Club), F.O.R. (Friends of Rachel), Marine Science Club, Honors Band, Jazz Band, Pep Band, Solo & Ensemble Band, Honors Choir, Choraliers, Solo & Ensemble Choir, Color Guard, National Honor Society, R.E.S.I.S.T. (Redmen Educating Students on Illegal Substance Temptations), Spanish Club.

3. CO-CURRICULAR ACTIVITIES

Any student participating in a Bellevue City Schools co-curricular activity, which includes, but is not limited to the following: FFA, F.C.C.L.A. (Family, Career, & Community Leaders of America), Concert Band, Marching Band, Wind Ensemble, Concert Choir, Symphonic Choir, Women’s Choir, Hand Bell Choir, Teen Leadership Corps.

4. RANDOM SELECTION

A system of selecting students for drug and alcohol testing in which each student shall have a fair and equitable chance of being selected each time selections are required.

5. ILLEGAL/ILLICIT DRUGS

Any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way

other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer. We may also test for Nicotine and Steroids.

6. ALCOHOL

Any intoxicating liquor, beer, wine, mixed beverage, or malt liquor beverage as defined in the Ohio Revised Code Section 4301.01. The term “alcoholic beverage” includes any liquid or substance which contains alcohol in any proportion or percentage. The term “alcoholic beverage” does not include a substance used for medical purposes in accordance with directions for use provided in a prescription or by the manufacturer and in accordance with school district policy and rules related to the use of prescription and non-prescription drugs, provided the substance is a) authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student’s name and directions for use or b) an over-the-counter medicine.

7. STUDENT DRIVER

Students who drive to school and park on school property.

8. DRUG ASSESSMENT AND COUNSELING

A program designed to assess the degree of dependence of a student on mood-altering chemicals or other illegal substances. Such a program shall include an education component designed to teach the harmful nature of the mood-altering chemicals and any follow-up counseling and/or treatment deemed necessary by the assessing agency. The costs of any such chemical assessment, educational component, counseling and/or treatment shall be the responsibility of the student and/or his/her parent/guardian/custodian.

TYPES OF TESTING

1. RANDOM TESTING

At the beginning of each season and/or school year, all student-athletes, students participating in extra-curricular/co-curricular activities and student drivers parking on school property will be eligible for the random urine drug testing. The collection process will take place on school property or at the Board of Education approved testing facility. The head coach or advisor/instructor for each extra-curricular/co-curricular activity and principal/designee are responsible for ensuring that all student athletes, students participating in extra-curricular/co-

curricular activities, student drivers parking on school property and their parents/guardians/custodians properly sign the “Informed Consent Agreement” for drug testing. Random testing may be done throughout the season and/or school year. In the event of a non-negative result, the specimen will be sent to a laboratory and a certified Medical Review Officer will verify the results.

1. **Random Selection of Students:** The drug testing company will utilize a random number generator to select students for testing. Students may be tested more than once per season and/or school year.
2. **Scheduling Random Testing:** Random testing will be unannounced. The drug testing date and times will be selected by the principal/designee. The frequency and percentage of students tested each time will be determined by the principal/designee.

3. “OPT IN” STUDENT DRUG TESTING PROGRAM

Parents/Guardians/Custodians that have students not involved in athletics, extra-curricular/co-curricular activities and/or parking privileges may have their students participate in the drug testing program at the expense of the district. Interested parents/guardians/custodians should contact the principal/designee for additional information.

4. DRUGS FOR WHICH STUDENTS MAY BE TESTED:

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (Tobacco), Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon), or any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.

5. REFUSAL TO TEST

Refusal to submit to a random or reasonable suspicion test will constitute a violation of the drug testing policy and will be treated as a positive test result.

6. COLLECTION PROCESS (Urine Screens)

The student will be notified to report to the collection site. A specimen from the student will be collected as follows and all students must follow this process:

All students must have a picture ID or be identified by the principal or designee. No exceptions will be allowed.

Drug testing area must be secured during the testing.

Only lab technicians, designated school administrator and students will be present for the testing as privacy must be maintained for all students.

The principal/designee is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian and student. No student is to enter the collection site until forms and proper ID are completed.

When students arrive and cannot give a sample, they will need to start drinking water provided by the principal/designee.

No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, sweaters, hats, scarves or baggy clothing must be removed before entering the collection site. Any infringement of the rules will result in the student taking the test over.

Students processed by the lab technician who cannot produce a sample will be kept in a secured area to wait until they can test. If they leave this area they will not be allowed to test. They are not to have contact with anyone until after the sample is given.

Students will be asked to hold out their hands and a sanitizer will be put on their hands or will wash hands with water. The bathroom personnel will add a dye to the toilet.

Students will be asked to urinate directly into the collection cup given to them by the lab personnel. The lab technician will stand outside the stall/restroom and listen for normal sounds of urination.

Any and all adulterations of the specimen will be detected and considered a violation of the drug testing policy and the student will receive consequences as outlined in the policy. (The lab checks every sample for adulteration, such as additives you drink or add to urine to change the sample.) They are not called positives but have the same consequences.

Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be screened or sent to the lab for immediate confirmation of tampering.

The sample must be taken in one attempt and be at least 30 ml in size. The student must hand the cup to the lab technician.

Students are not to flush the toilets or urinals. In the event that a student flushes the toilet he or she will be required to give a new sample immediately or the sample will be invalid.

With student watching, the lab technician will recap the sample and hand it to the student who must then return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or has contact with anyone, the sample will be invalid and the student will have to give another sample.

This collection procedure is subject to change because of procedural requirements by the testing agency. The Bellevue City School District Board of Education reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.

When using rapid screens, all non-negative screens will be sent out with a chain of custody to a certified laboratory for confirmation. A Certified Medical Review Officer will verify the positive test.

7. RESULTS OF A POSITIVE TEST

A. The Medical Review Officer will review all "non-negatives" or suspected adulterations.

B. Depending upon the substances found in the urine specimen, the parent/guardian/custodian will be contacted to determine if the student is taking any prescribed medication from a physician.

C. If the student is taking medication, the parent/guardian/custodian will be asked to obtain a letter within five (5) school days from the prescribing physician verifying the medication. Failure to provide such requested information will be considered a positive result.

D. The Medical Review Officer will then determine if any of the prescribed medications resulted in a positive drug screen.

E. The Medical Review Officer may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of illicit or banned substances from the body. If the Medical Review Officer believes the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

F. Finally, the Medical Review Officer, based upon the information given, will certify the drug test results as positive or negative. Positive results will be reported to the principal/designee by telephone.

G. The principal/designee, within one (1) school day of receiving the test results from the drug testing company, will attempt to notify the parent/guardian/custodian (first and preferably by telephone) of the positive results. Once the parent/guardian/custodian is notified, the student will then be informed of the positive results. The principal/designee will then provide a written notification to the parent/guardian/custodian via U.S. mail.

H. If the parent/guardian/custodian or student wishes to contest the results, the drug testing company will arrange for a retest of the specimen to be submitted to either the same laboratory or a different laboratory (if requested by the parent/guardian/custodian) approved by the principal/designee. The parent/guardian/custodian or student must pay for this expense. Such a request must be made to the principal/designee in writing within five (5) school days from the first notification of the positive test results.

Note: Consequences for violations of the Drug Testing Policy are immediate, unless specified otherwise in this policy, and cannot be delayed due to the contesting of drug testing results.

8. IF A POSITIVE TEST OCCURS:

A) **First Violation**

1. The student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.
2. The student will be denied 40% of participation in athletics, marching band, color guard, cheerleading and mat maid participation. The student will be denied participation of the current season, with any remaining percentage of the denial of participation applied to the next season of participation if needed.
Note: The student may continue to practice with the team and sit with the

team during contests only. The student may not wear a team uniform during this denial of participation.

AND

3. The student will be denied participation for 30 calendar days of all extra-curricular/co-curricular activities, with any remaining days of the denial of participation applied to the next season of participation if needed. **Note:** The student may not attend club meetings and/or participate in off campus trips or special events. In the case of performing arts, a student may continue to practice with the group but not participate in the performance. The student may not wear a uniform during this denial of participation. No student will be penalized academically for testing positive for banned substances and being denied participation in co-curricular activities.

AND

4. The student will be denied 30 school days of driving/parking privileges.

B) Second Violation

1. The student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.
2. The student is denied participation in athletics, extra-curricular/co-curricular activities (which does not include class time), and driving/parking privileges for one calendar year. The calendar year begins from the date of notification of the violation. The student is denied participation for one calendar year from the date of notification of the violation.

C) Third Violation

1. The student will be permanently denied participation in athletics, extra-curricular activities, driving/parking privileges and co-curricular activities (with no class time missed and no academic impact) immediately. The principal/designee will determine the beginning date for denial of participation in co-curricular activities.

Violations are accumulative throughout the student's secondary school career. (Grades 9-12)

BELLEVUE CITY SCHOOLS CONSENT AGREEMENT

STUDENT NAME _____

GRADE _____

AS A STUDENT:

- I understand and agree that participation in athletic activities, extra-curricular/co-curricular activities, and driving to school and parking on school property are privileges that may be withdrawn for violations of the Bellevue City Schools Drug Testing Policy.
- I have read the Drug Testing Policy and thoroughly understand the consequences that I will face if I do not honor my commitment to the Drug Testing Policy.
- I understand that when I participate in any athletic activities, extra-curricular/co-curricular activities, and driving to school and parking on school property I will be subject to initial and random urine drug & alcohol testing, and if I refuse, I will not be allowed to practice or participate in any athletic activities, extra-curricular/co-curricular activities or park on school property. I have read the informed consent agreement and agree to its terms.
- I understand this agreement is binding while I am a student in the Bellevue City School system.

STUDENT SIGNATURE

DATE

AS A PARENT/GUARDIAN/CUSTODIAN:

- I have read the Bellevue City School district drug testing policy and understand the responsibilities of my son/daughter/ward as a participant in athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property in the Bellevue City School district.
- I pledge to promote healthy lifestyles for all students in the Bellevue City School system.
- I understand that my son/daughter/ward, when participating in athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property will be subject to random urine drug and alcohol testing, and if he/she refuses, will not be allowed to practice or participate in any athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property. I have read the informed Consent Agreement and agree to its terms.
- I understand this agreement is binding while my son/daughter/ward is a participant in athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property in the Bellevue City School district. I understand my son/daughter/ward is a participant in random drug testing upon my consent and not just during their participation period during the school year.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE

DATE

INFORMED CONSENT AGREEMENT

We hereby consent to allow the student named on the reverse side to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the Bellevue City School District.

We understand that testing will be administered in accordance with the guidelines of the Bellevue City School District Drug Testing Policy for student athletes, extra-curricular/co-curricular activity participants, students driving to school and parking on school property.

We understand that any urine sample taken for drug testing will be tested only by a Bellevue City School District Board approved company.

We hereby give our consent to the company selected by the Bellevue City School District Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

We further give our consent to the company selected by the Bellevue City School District Board of Education, its employees, or agents, to release all results of these tests to designated School District employees or agents. We understand that these results will also be available to us upon request.

I, the student, hereby authorize the release of the results of such testing to my parent/guardian/custodian.

We hereby release the Bellevue City School District Board of Education, its employees or agents from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g as amended, and the Ohio Revised Code 3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.

“Opt In” Student Drug Testing Program

Great Lakes Biomedical is pleased to provide affordable access to student drug testing at the request of the parents or legal guardian. With our **Opt In** student drug testing program we allow students not currently involved with extracurricular activities, as requested by parents within our school districts, to participate in the district’s random student drug testing program. Results are 100% confidential and reporting goes directly to the parents.

How the program works

- The parent/guardian can obtain our **Opt In** student drug testing consent within your district office.
- Read and sign the Informed Consent Agreement. The student must also sign this agreement.
- Turn in the signed agreement and payment for the cost of the student drug testing. Identification of students may be required at the time of testing.
- Upon completion of the testing, the Medical Review Officer will finalize results and will notify the parent/guardian of any positive testing results. **Results will not be released to any other party without written consent of the parent/guardian.**
- If a positive test result occurs, the parent/ guardian may request counseling or follow up testing within the program.

Our **Opt In** program is available to any student who is enrolled within the Bellevue City School District. Great Lakes Biomedical will not attempt to diagnose substance abuse problems. We only want to provide another tool to parents and guardians in making informed decision on what might need to be done to help their children

Opt In Student Drug Testing Consent

STUDENT NAME _____

GRADE _____

AS A STUDENT:

I understand that I may be drug tested with my parents’ consent under the Opt In student drug testing program. I understand this agreement is binding while I am a student in the Bellevue City School District.

STUDENT SIGNATURE _____ DATE _____

AS A PARENT/GUARDIAN/CUSTODIAN:

I understand that by signing this consent I will allow the Bellevue City School District to perform drug and/or alcohol testing on my son or daughter, the results of which will be released to me and only me.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE _____ DATE _____

PARENT GUARDIAN/CUSTODIAN PRINTED NAME, PHONE, ADDRESS