

## STUDENT SUBSTANCE USE

### Preamble

The Hopkinton School District recognizes that use disorders involving alcohol and other drugs is a treatable health problem. In some instances this involves conditions and violations of law. It also recognizes that involvement with alcohol, tobacco, drugs, and other impairing substances can interfere with a student's academic, physical, emotional, and social development. Further, the Hopkinton School District recognizes that the schools as well as families and the community at large, have a responsibility to address this important matter.

The Hopkinton School District acknowledges that every student has a right to a substance-free school and that it is the responsibility of students, parents/guardian, school personnel, and the community at large to work together to achieve this goal.

The Hopkinton School District prohibits the use of alcohol, tobacco, drugs, and other impairing substances as well as alcohol, tobacco, drugs and other impairing substances related activities of any kind on school property at any time by anyone, including at school related, sponsored, or sanctioned events regardless of location.

The Hopkinton School District commits to the following:

- i. Educating students about the risks of alcohol, tobacco, drugs and other impairing substances at a developmentally appropriate level.
- ii. Promoting a climate in which students can seek help if they are in distress from their own or others' use of alcohol, tobacco, drugs and other impairing substances.
- iii. Supporting students whose use of alcohol, tobacco, drugs and other impairing substances interferes with school performance and assisting with in-school interventions as indicated.
- iv. Supporting students recovering from dependency on alcohol, tobacco, drugs and other impairing substances as requested or deemed appropriate.
- v. Providing referrals to community agencies for further assessment, treatment, or other services as appropriate.
- vi. Developing and implementing guidelines and sanctions in each school which:
  1. Define violations and their consequences, both disciplinary and supportive;
  2. Define immediate procedures for handling incidents, including the searching and assessment of students;
  3. Describe a support and referral system, which includes response to self-referrals and suspected users;

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4. Are clearly articulated to staff, parents, and students at least annually;
5. Train all personnel in school guidelines related to alcohol and other drugs;
6. Support students returning to school from inpatient treatment facilities (including the receipt and of treatment plans);
7. Make recommendations and advocate on a student's behalf, if appropriate;
8. Ensure no less than a biannual evaluation of the above efforts.

vii. Notifying staff, parents, and students annually of current guidelines and sanctions.

## **Guidelines and Procedures**

### **a. Prescription medication or over the counter for medicinal purposes**

i. Prescription medications shall only be allowed with written orders from a physician. Over-the-counter (OTC) medications, herbal or homeopathic medications for personal use, shall be allowed only with written permission from parents or guardians. Federal, state and local laws shall apply to students and employees alike.

ii. If the student is using such a product for medicinal purposes, the medicinal purpose must be reported to the school nurse and the product kept in the original container by the nurse during school hours. If the administration discovers a student is in possession of such a medicinal product and the nurse has no prior knowledge of the student's medicinal need of the product, the product shall be considered a controlled substance or alcohol for the purposes of this policy.

### **b. Apparel**

Apparel displaying messages exhibiting or promoting alcohol, tobacco, drugs and other impairing substances are prohibited.

### **c. Suspected Use**

Any member of the school community concerned that a student is involved with alcohol, tobacco, drugs or other impairing substances should report that concern to any staff member. The receiving staff member must report the concern to a building administrator as soon as possible. All referrals are confidential. A trained staff member must evaluate students expected to be under the influence.

### **d. Self-Referral**

If a student voluntarily seeks treatment for a substance use disorder (including alcohol, tobacco, or other impairing drugs) the school will cooperate as fully as possible with the student. Typically a self-referral will not initiate a disciplinary action.

e. Student Found in Violation

If a student is found possessing, using, distributing, selling, promoting and/or under the influence of alcohol, tobacco, drugs, e-cigarettes or other impairing substances or paraphernalia:

- i. The teacher or staff member must bring the student and any alcohol, tobacco, drugs and other impairing substances to the school principal or designee.
- ii. The principal or his/her designee and nurse will make the judgment regarding the immediate medical needs of the student.
- iii. The principal or his/her designee will notify the parents, the superintendent, and law enforcement in the event a local, state, or federal law has been violated.

f. Post Incident

- i. The principal or his/her designee shall meet with the student's guidance counselor, the Student Assistant Program Coordinator, and review the student's file to support the determination of the appropriate consequences for the violation.
- ii. School guidelines and procedures shall be established to dictate the degree of discipline imposed for alcohol or drug use (e.g. in-school suspension, out-of-school suspension, expulsion, etc.).
- iii. The student shall be referred to the superintendent of schools as part of the re-entry determination process.

g. Students in Treatment

- i. Students who enter into residential treatment for substance abuse services will be encouraged to remain enrolled in school. The school will comply with treatment recommendations. The school district may or may not be financially responsible for a student's education while he/she is in treatment. The student's guidance counselor will:
  1. Obtain written releases to discuss the student's educational and aftercare program with the appropriate person(s) at the treatment facility.
  2. When appropriate provide the necessary assignments and materials.
  3. Ensure, when appropriate, that the student receives credit for education efforts while in treatment.

h. Extra-Curricular and Co-Curricular Activities

Students participating in extra-curricular and co-curricular activities carry a responsibility to themselves, fellow students, coaches/advisors, parents/guardians, and school to set the highest possible example of conduct, sportsmanship and training. These responsibilities include avoiding any involvement with prohibited substances. Students participating in

extra-curricular and co-curricular activities face the additional regulations outlined in the Hopkinton School District Athletic/Extra-Curricular/ Co-Curricular Agreement.

i. Search and Seizure

A search may be conducted when it is justified at its inception and the scope of the search is reasonably related to the circumstances which justify the search (*New Jersey v. T.L.O.*, 469 U.S. 325 (1985)). In accordance with school policy, a student may be searched. As their lockers are school property, these too may be searched as well as their backpack, car, and other bags or items brought to school. The Hopkinton School District reserves the right to utilize detection dogs to aid in the search of the school.

j. Retaliation

- i. It shall be a violation of this policy and other applicable school policies for anyone to retaliate in any way against any person who may have or has participated or cooperated in an investigation of the above violation. Retaliation is a very serious matter and will be the basis of separate disciplinary action.
- ii. A student suspected of a violation will be expected to comply with a school and/or police investigation.

k. Emergency

- i. Nothing in this policy shall deter any school employee from initiating quicker and more effective action than outlined in the regulations if a student is obviously in need of immediate medical assistance. The priority is protecting the student and other students from physical harm and from disrupting the school environment.
- ii. Should an emergency arise the following steps shall be taken (911 may be called prior to retrieving the nurse if deemed appropriate):
  1. Notify a teacher, staff member immediately
  2. Remain with the student
  3. Send for the school nurse/call 911 for emergency medical assistance if nurse is not available
  4. Contact an administrator
  5. If indicated, release the student to the custody of appropriate medical personnel
  6. Contact parents/guardians