

THE RANDOM DRUG TESTING PROGRAM-RDT

VISION STATEMENT

The Lanesville Community School Board supports the concept that a drug-free school promotes positive self-esteem and attitudes, better health, higher achievement scores, and improved coping skills for the students. The Board believes that fair and equitable procedures are necessary to assess violations of the discipline code concerning tobacco, alcohol, or illicit drugs on school grounds or school related functions. When violations occur, students and parents will be urged to seek professional assistance. Therefore, the Board mandates that any student under the influence or possession of illicit drugs or drug paraphernalia shall meet with appropriate school personnel to determine the course of action. **Lanesville Community Schools will implement a random drug testing policy program for athletes, students driving to school and anyone participating in extracurricular activities.**

INTRODUCTION

The effective date of this program is August 1, 2014, during the implementation year, enrollment dates will be as follows:

- Fall sports by 7/31/2014
- Students expecting to drive, park on school grounds, or participate in any extracurricular or co-curricular activities throughout the school year must enroll by 10/30/14.

Any student not meeting these deadlines may be subject to an initial drug screening or refusal to participate based at the discretion of the administrator. This program does not affect the current policies, practices, or rights of Lanesville Community School Corporation with drug and/or alcohol possession or use, where reasonable suspicion is obtained by means other than drug testing through this policy. Lanesville Community School Corporation reserves the right to test any student who at times exhibits cause for reasonable suspicion of drug and/or alcohol usage.

PURPOSE

The purpose of this program is two-fold:

1. To deter the use of drugs, alcohol, tobacco and illegal substances at Lanesville Jr-Sr High School and,
2. To enhance the health and safety of all students participating in extracurricular and co-curricular activities as well as those who enjoy the privilege of driving to school and parking on school grounds.

It is also the aim of this program to educate, help, and direct students away from drug and alcohol use and toward a healthy and drug free participation. Students involved in extracurricular and co-curricular activities need to be exemplary in the eyes of the community and other students. No student will be disciplined by a school official as a result of any verified "positive" test conducted by his/her school under this program other than stated herein.

SCOPE

Participation in extracurricular and co-curricular activities, as well as in driving to school and parking on school grounds is a privilege. This policy applies to all Lanesville Community School Corporation students in grades 9-12 who wish to participate in extracurricular and co-curricular activities that are listed in the current student handbook and any other school sponsored extracurricular activities not listed. It also includes any student who wishes to drive to and from school, to and from Prosser, or park on school grounds. Any student not driving or participating in an extracurricular or co-curricular activity who would like to enroll in the program or any custodial parent/guardian wishing to enroll their student for the random testing program is welcome to do so by completing the consent form.

LEGAL OBLIGATION

- The extensive Congressional findings in the Safe and Drug-Free Schools and Communities Act of 1994 [20 United States Code §7101 *et seq.* and specifically § 7102.]
- Indiana Code 20-10.1-4-9.2 that directs this School District to plan and maintain drug free schools.
- Indiana Code 20-10-4-9.1 directs that this School District provide instruction concerning the harmful effects of illegal drugs.

CONSENT FORM

It is **MANDATORY** that each student who participates in extracurricular or co-curricular activities, as well as those who drive to or from school activities or park on school grounds, sign and return the "Consent Form" prior to participation in any extracurricular or co-curricular activity, or driving to or from school. Failure to comply will result in non-participation. Each extracurricular and co-curricular participant as well as drivers shall be provided with a "Consent Form," a copy of which is attached hereto, which shall be dated and signed by the participant and by the parent/guardian. In so doing, the student agrees to participate in the random drug-testing program at Lanesville High School. This form will be kept on file for the length of the student's high school career. To withdraw from the program, the parent/guardian must sign a withdrawal form and have a personal interview with an administrator or designee.

TESTING PROCEDURES

1. A table of random numbers will be used to assign numbers to the participants with selections made from time to time throughout the school year. Numbers will be drawn from one large pool of those agreeing to be tested. 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 school year. Each student will be assigned a number that will be placed in the drawing.
2. A custodial parent/guardian may request testing of his/her student at the school's cost one time per year. Any other requests must be paid for by the parent/guardian.
3. No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis test under this policy, either by random draw, reasonable suspicion, request of a parent/guardian, or a "follow up" test, 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. All students will remain under school supervision 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 one hour, the student will be taken to the principal's office and told he/she is no longer eligible for any extracurricular or co-curricular activity, or be allowed to drive to or from school. The failure or refusal to provide a sample will be treated as a "positive" test result. In addition, the parents/guardian will be telephoned and informed the student is 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.
6. All specimens registering below 90.5 degrees or above 99.8 degrees Fahrenheit will be invalid. There is a heat 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.
7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the extracurricular activities, co-curricular activities, or drive to and from school for the remainder of the school year. This will be reported to the parent/guardian.
8. Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal or designee must time and sign the pass.
9. The specimens will then be turned over to the testing laboratory, and each specimen will be tested for alcohol and "street drugs" (which may include all drugs listed as controlled substances under the laws of the state of Indiana). Also, "performance enhancing" drugs such as steroids may be tested.
10. 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

1. The certified laboratory will provide training and direction to those who supervise the testing program, set up the collection environment, guarantee specimens and supervise the chain of custody. To maintain anonymity, the student's number, not name, will be used.
2. The principal or designee will be responsible for escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker.
3. Before the student's urine is tested by the laboratory, the student will agree to fill out, sign and date any form which may be required by the testing laboratory. If a student chooses, he/she may notify the administrator that he/she is taking a prescription medication.
4. A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed upon the bottle. The student will initial that the specimen has been sealed. Only the lab testing the specimen may break the seal.
5. If the seal is tampered with or broken, after leaving the student's possession and prior to arriving at the lab, the specimen is invalid. The student will be called again as soon as possible. The student will remain eligible for all activities subsequent to a retest.
6. Students will be instructed to remove all coats in the presence of the supervisor prior to entering the restroom. The door will be closed so that the student is by himself/herself in the restroom to provide a urine specimen. The supervisor will wait outside the restroom. The student will have two minutes to produce a urine specimen. The commode will contain a blue dye so the water cannot be used to dilute the sample. The faucets in the restrooms will be shut off.
7. After it has been sealed, lab personnel will transport the specimen to the testing laboratory. The testing

laboratory will report the results back to the principal or designee.

8. In order to maintain confidentiality, the container that contains the urine specimen to be tested will not have the name of the student on the container. Instead, the student's random identification number will appear on the container. Also, the result sheet for the urinalysis will be mailed back to the principal or designee with no name attached; only the student's random identification number will appear on the result sheet.

TEST RESULTS

1. This program seeks to provide needed help for students who have a verified "positive" test. The student's health, welfare, and safety will be the reason for preventing students from participating in extracurricular and co-curricular activities.
2. The principal or designee will be notified of a student testing "positive" (that is, if the test shows that drug residues are in the student's system after using at least two different types of analyses). The principal or 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.
3. If the test is verified "positive", the principal or designee will meet with the student and his/her parent/guardian at a school corporation facility. 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 must enroll in an approved counseling program and actively participate until successfully completing the program. A student involved in athletics that tests positive will be subject to disciplinary consequences outlined in the Athletic Department Code of Conduct. A student driver that tests positive will have his/her driving privileges suspended for 45 days, which could carry over to the following year. Students involved in co-curricular activities (band, clubs, academic teams) will be suspended immediately until a negative follow-up test is produced.
4. A "follow up" test will be requested by the principal or designee after such an interval of time that the substance previously found would normally have been eliminated from the body as determined by the Medical Review Officer of the laboratory. If this "follow up" test is negative, and the student is in compliance with the counseling requirement the student will be allowed to resume extracurricular or co-curricular activities or driving to or from school. If a second "positive" result is obtained from the "follow up" test, or any later test of that participant, the same previous procedure shall be followed. In addition, the Lanesville Community School Corporation reserves the right to test for the next 365 days while enrolled in Lanesville any participating student who tested "positive" and did not make satisfactory explanation.
5. Information on a verified "positive" test will be shared on a "need to know" basis with the student's coach or sponsor. The results of "negative" tests will be kept confidential to protect the identity of all students being tested.
6. Drug testing result sheets will be returned to the principal or designee identifying students by number and not by name. Names of students tested will not be kept in open files or on any computer. Result sheets will be locked and secured in a location to which only the principal or designee will have access.

FINANCIAL RESPONSIBILITY

1. Under this policy, the Lanesville Community School Corporation will pay for all initial random drug tests, all initial reasonable suspicion drug tests, and all initial "follow up" drug tests.
2. A request on appeal for another test of a "positive" urine specimen is the financial responsibility of the student or his/her parent/guardian.
3. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student or his/her parent/guardian.

CONFIDENTIALITY

Under this drug testing program, any staff, coach, or sponsor of Lanesville Community School Corporation who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the Lanesville Community School Corporation's commitment to confidentiality with regards to the program.

LANESVILLE COMMUNITY SCHOOL CORPORATION
EXTRACURRICULAR ACTIVITIES & STUDENT DRIVER CONSENT FORM

I have received and have read and understand a copy of the "Lanesville Community School Corporation Extracurricular Activities & Student Driver Drug Testing Program." I desire that _____ participate in this program, and in the extracurricular program of Lanesville Community School Corporation, and hereby, voluntarily agree to be subject to its terms for my entire school career (grades 9 –12). I accept the method of obtaining urine specimens, testing, and analyses of such specimen, and all other aspects of the program. I agree to cooperate in furnishing urine specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Date: _____, 20_____

Student Signature

Parent/Guardian Signature

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I, _____, have decided not to participate in any extracurricular activities sponsored by Lanesville Community School Corporation for the remainder of this school year. In order for me to participate in the extracurricular activity program at a later date, I understand that I must submit to a urinalysis. ***I understand that my parent/guardian and I are financially responsible for the urinalysis.***

Student Signature

Date

Parent/Guardian Signature

Date