

Lafayette Catholic School System Policy

Policy Number: 501

Revision #: 001

Effective Date: August 11, 2016

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Reviewed: August 11, 2016

Subject: Alcohol, Drug, and Tobacco Policy

Policy Reasoning:

The Lafayette Catholic School System Code of Conduct policy strictly forbids students to possess, use, sell or distribute alcohol, tobacco, prescription drugs (without a valid prescription) and other illegal, intoxicating substances. The use of alcohol and other intoxicating substances by a teenager is detrimental to their academic success, as well as their physical, spiritual and social development. For the well-being of our whole student body, Central Catholic administration and staff will strive to create a culture and environment that is safe and drug free. Random drug and alcohol screenings will be conducted each school year to assist students and their parents in making healthy choices.

The purpose of this policy is to support parental and community efforts to deter the use of alcohol, tobacco, and other illegal and/or intoxicating substances, and to provide interventions to help students when needed. In addition to the enforcement of student discipline policies, Central Catholic administration and staff will offer students ongoing educational opportunities to promote healthy choices that prevent alcohol, drug and tobacco use.

In this policy, the term “administration” means the Principal and/or Assistant Principal.

Policy Content:

I. Random Drug Screening for Grades 9-12

- A. Random drug screening of students in grades 9-12 will be conducted each school year. As a condition of enrollment, the student and parent/guardian(s) agree to drug screening of the student and all LCSS discipline policies. There is no possibility for any student to "opt out" of the drug screening program. Due to the random nature of the selection process, some students may be screened more than once per year.
- B. Random drug screens will be paid for by Central Catholic Jr/Sr High

School. Some other screens required by this policy call for payment by the family.

- C. Any student who screens positive on a random drug screen will be in violation of this policy and subject to the intervention and discipline measures outlined in Section IV.

II. Instances When Drug Screening is Required - Grades 7-12

- A. Any Central Catholic (grades 7-12) student found possessing, using, selling, or facilitating the sale of alcohol, or any other intoxicating, illegal, or controlled substance, or drug paraphernalia at school or a school-sponsored event is subject to the following:
 - 1. The unauthorized substance will be taken from the student.
 - 2. The student's parent/guardian will be contacted.
 - 3. Law enforcement officials may be contacted.
 - 4. The student will be screened for intoxicating substances at the family's expense.
 - 5. The student will be immediately suspended pending possible expulsion and the final decision of the administration.
 - 6. If the student is allowed to remain at Central Catholic, the student will be subject to the intervention and discipline measures outlined in Section IV.
- B. The administration reserves the right to screen any Central Catholic student for intoxicating substances, including, but not limited to, the following situations:
 - 1. Student exhibited behavior or symptoms associated with the use of alcohol or other intoxicating substances.
 - 2. Student expressed interest in or shared information on social media indicating the use of alcohol or other intoxicating substances.
 - 3. Student attended a gathering at which alcohol or other intoxicating substances were being consumed by minors.
 - 4. Student previously screened positive on a random drug screen. Student will undergo repeat mandatory screening as determined by the administration, at the appropriate intervals, at the family's expense. After three consecutive negative screens, the student is placed back into the random screening program.
- C. Any student who screens positive will be in violation of this policy and will be subject to the intervention and discipline measures outlined in Section IV.
- D. A positive drug screen (taken outside of the random screening process) is

paid for by the student or parents. A negative drug screen is paid for by the school if the student has not previously screened positive.

III. Attendance at Gatherings where alcohol, drugs, or other intoxicating substances are being used by minors.

If upon investigation by the administration, it is confirmed that a student has attended, sponsored or hosted an off campus gathering at which alcohol and/or other intoxicating substances were being consumed by minors *and the student failed to leave immediately*, the following intervention and discipline will be imposed:

- A. If the student has had a past positive screen or previously violated this section of the policy, this will be considered a “second offense” and student will be subject to the intervention and discipline measures outlined in Section IV.
- B. If the student has not previously screened positive or been in violation of any section of this policy, the following discipline will apply:
 - 1. Out of concern for the well-being of the student, administration may request that the student complete a drug and alcohol awareness training course approved by the administration. If imposed, this course must be completed within 90 days of the conclusion of the investigation.
 - 2. Student will be removed from any elected office for the remainder of the school year.
 - 3. Student will forfeit participation in 30% of their current extra-curricular competitions and/or performances. If not currently in an extra-curricular activity, the suspension will be served in the next activity in which the student participates. Student is not allowed to serve their suspension in an extra-curricular for which they have not previously participated in high school. Further, while serving this suspension, student is not allowed to wear their team or individual uniform at any time for any event.
 - 4. If the student does not participate in any student life or extra-curricular activity, the student will be required to complete 8 hours of community service as determined by the administration. Service hours must be completed within 20 school days and is in addition to the school service hour requirements.

IV. Intervention & Discipline:

- A. First offense:
 - 1. Student will complete a drug and alcohol awareness training course

approved by the administration within 90 days of the positive screen. Failure to complete 100% of this training will result in a ban from all extra-curricular activities and may lead to expulsion.

2. Out of concern for the well-being of the student, administration may request the student complete a drug and alcohol assessment. The student shall abide by whatever helping plan is recommended by a professional substance abuse counselor after evaluating this assessment. The assessment, plan, and treatment will be paid for by the family. Failure to obtain and comply with a recommended helping plan may lead to expulsion.
3. Student will undergo repeat mandatory screening as determined by the administration, at the appropriate intervals, at the family's expense. After three consecutive negative screens, the student is placed back into the random screening program.
4. Student will be removed from any elected office for the remainder of the school year.
5. If applicable, driving privileges to and from school will be suspended until the student no longer screens positive for intoxicating substances.
6. Student will forfeit participation in 30% of their current extra-curricular competitions and/or performances. If not currently in an extra-curricular activity, the suspension will be served in the next activity in which the student participates. Student is not allowed to serve their suspension in an extra-curricular for which they have not previously participated in high school. Further, while serving this suspension, student is not allowed to wear their team or individual uniform at any time for any event.
7. If the student does not participate in any student life or extra-curricular activity, the student will be required to complete 8 hours of community service as determined by the administration. Service hours must be completed within 20 school days and is in addition to the school service hour requirements.

B. Second offense

1. If not already enrolled in a treatment program, the student will complete a drug and alcohol assessment. The student shall abide by whatever helping plan is recommended by a professional substance abuse counselor after evaluating this assessment. The assessment, plan, and treatment will be paid for by the family. Failure to obtain and comply with a recommended helping plan may

lead to expulsion.

2. Student will undergo repeat mandatory screening as determined by the administration, at the appropriate intervals, at the family's expense. After three consecutive negative screens, the student is placed back into the random screening program.
3. Student will complete a three-day out-of-school suspension.
4. The student will be removed from any elected office for the remainder of the school year.
5. If applicable, driving privileges to and from school will be suspended until the student no longer screens positive for intoxicating substances.
6. The student will forfeit participation in **all** student life and extra-curricular activities for one year (365 days).
7. If not in any student life or extra-curricular activity, the student will be required to perform 24 hours of community service as determined by the administration. Service hours must be completed within 60 school days and is in addition to the school service hour requirements.

C. Third offense

1. Student will immediately begin serving an out-of-school suspension (up to 10 days), pending possible expulsion and the final decision of the administration.
2. If not expelled, the student will be permanently excluded from all student life and extra-curricular activities.
3. If applicable, driving privileges to and from school will be suspended until the student no longer screens positive for intoxicating substances.

V. Dishonesty: If at any point, either during or after the conclusion of an investigation by the administration, it is determined that a student and/or parent/guardian has misrepresented, lied or failed to fully disclose known facts related to an investigation, ***all of the intervention and discipline measures listed in Section IV will apply with these modifications:***

A. First Offense:

1. Student's extracurricular suspension will be increased from 30% of competitions and/or performances to 50%.
2. If the student does not participate in any student life or extra-curricular activity, the student's community service hours will be increased from 8 hours to 14 hours.

B. Second Offense:

1. Out-of-school suspension is increased from three days to five days.
2. The student will be permanently excluded from all student life and extra-curricular activities.

VI. Self-reporting (first offense only): When a student or parent/guardian self-reports an incident or a concern about alcohol or drug abuse, the following rules will apply:

- A. To be considered for “self-reporting” status, the report must be made within 48 hours or by 8:00AM of the first school day following an incident, *whichever comes first*.
- B. To be considered a self-report, report must be made to the Principal, Assistant Principal or their designee.
- C. If the 48 hour window occurs during a time when school is not in session (e.g., a weekend, Christmas break, summer), an email to the principal and assistant principal will be considered the first step in the process of a self-report. A follow-up meeting arranged as soon as possible by the administration is required to receive self-report status.
- D. The self-reporting must occur prior to the student’s next athletic contest or extra-curricular performance following an incident, prior to the first positive drug screen, prior to the student’s selection for the Random Screening Program, and prior to the onset of an investigation by the administration.
- E. Self-report status will not be granted to a student who competes in an athletic event or extra-curricular performance following an incident and prior to meeting with administration, even if they have notified administration through email.
- F. Intervention & Discipline: ***All of the intervention and discipline measures listed in Section IV will apply with these modifications:***
 1. Student’s extracurricular suspension will be reduced from 30% of competitions and/or performances to 10%.
 2. If the student does not participate in any student life or extra-curricular activity, the student’s community service hours will be reduced from 8 hours to 3 hours.
- G. If at any point it is determined that there was not full and honest disclosure of the facts of an incident or intoxicating substance usage - as reported by the student and/or parent/guardian - the student will no longer be eligible for “self-report” status.
- H. If a student has a “first offense” under a previous Central Catholic policy, they would not be eligible for self-reporting.

VII. Prescription Drugs: If a student screens positive for a prescription drug, his/her parent or guardian will be asked to provide the Principal with the original container for the drug with the label intact indicating the prescribed dosage. If the parent no longer has the original container, a signed statement from a doctor verifying the prescription and dosage must be provided.

VIII. Notification of screen results:

- A. Results will be kept confidential and only be given to those personnel responsible for carrying out the duties and responsibilities of the school as a result of a positive screen.
- B. The Principal or Assistant Principal will notify the parents, guardians, and student of a positive or negative screen result as soon as possible.
- C. No documentation pertaining to each student's screening for drug usage will be made part of the student's permanent record. All documentation will be kept in a separate confidential file with the Assistant Principal and will be destroyed upon three (3) years of the student's graduation from high school.

IX. Screening Methods:

- A. The administration will utilize appropriate screening methods for detection of alcohol, drugs and other intoxicating or controlled substances including but not limited to hair analysis, oral fluids analysis, and/or breathalyzer.
- B. If it is determined that a student has shaved his/her body hair in an attempt to avoid being screened, the school would consider his or her action to equate to a positive screen.

X. Request for a Repeat Screen: Depending on the type of screening method used, the student or parent has the right to request a second screen.

- A. If the screening method qualifies, the repeat screen must be requested within seven (7) days of the notification of a positive result. The cost shall be borne by the student, parents or guardians.
- B. All requests for a repeat screen will be conducted on the original sample and conducted by the same laboratory. If the second screen results vary from the first screen results, the principal and the parents or guardians will discuss the action to be taken; however, the Principal's decision shall be final.

XI. Smoking/Tobacco/Electronic cigarettes: Smoking or use of tobacco products,

electronic cigarettes, or vapors is not permitted on school property, at school sponsored events or off campus at any time. Use or possession of any of these products is subject to the following disciplinary actions.

A. First offense

1. The items will be taken from the student.
2. The student's parents/guardians will be contacted.
3. Student will complete an approved smoking cessation or tobacco education program within 90 days of the incident and provide a certificate of completion to school administration.
4. Student will be removed from any elected office for the remainder of the school year.
5. Student will forfeit participation in 30% of their current extra-curricular competitions and/or performances. If not currently in an extra-curricular activity, the suspension will be served in the next activity in which the student participates. Student is not allowed to serve the suspension in an extra-curricular for which they have not previously participated in high school. Further, while serving this suspension, student is not allowed to wear their team or individual uniform at any time for any event.
6. If the student does not participate in any student life or extra-curricular activity, the student will be required to complete 8 hours of community service as determined by the administration. Service hours must be completed within 20 school days and is in addition to the school service hour requirements.

B. Second offense

1. Student will complete a three-day out-of-school suspension.
2. The student will be removed from any elected office for the remainder of the school year.
3. The student will forfeit participation in **all** student life and extra-curricular activities for one year (365 days).
4. If not in any student life or extra-curricular activity, the student will be required to perform 24 hours of community service as determined by the administration. Service hours must be completed within 60 school days and is in addition to the school service hour requirements.

C. Third offense

1. Student will immediately begin serving an out-of-school suspension (up to 10 days), pending possible expulsion and the final decision of the administration.

2. If not expelled, the student will be permanently excluded from all student life and extra-curricular activities.

Approval Signatures:

Chairman, Lafayette Catholic School System Board of Directors Date

Executive Director, Lafayette Catholic School System Date