

Chemical Screen Policy For Pocahontas Schools

It is the mission of Pocahontas Schools to educate all students to the highest practical extent of our abilities, and to provide for the physical, mental and emotional needs through the development of a safe, non-threatening environment with minimum interruptions which provide for a positive learning climate.

The Pocahontas School District recognizes that chemical abuse or misuse is a significant health and safety problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes and the total development of each individual. The Pocahontas Board of Education is committed to its Mission Statement and is determined to help students by providing another option for them to refrain from the use of drugs. Chemical abuse includes, but is not limited to, the use of illegal drugs, alcohol, and misuse of legal drugs and medications.

Purpose of a Chemical Abuse Policy:

1. To demonstrate the district's commitment to the well-being of its students, and to provide additional resources to students who may be having problems related to the use of controlled substances.
2. To allow the district to demonstrate concerns for the health and safety of students in our care, including the long-term physical and mental effects of chemical abuse.
3. To confirm and support state laws which restrict the use of such mood-altering and other illegal chemicals.
4. To assist students of Pocahontas Schools to resist the peer pressure that directs them toward the abuse or misuse of chemical substances.
5. To establish standards of conduct for students of Pocahontas Schools who are considered leaders and standards bearers among their peers.
6. To work cooperatively with the parents by assisting them in keeping their children free from mood altering and other illegal chemicals.
7. To provide referrals for students who need evaluation regarding their use of mood altering and other illegal chemicals.
8. To deter chemical abuse or misuse by all students through the use of random drug testing.

Scope

The provisions of this policy apply to all students in Pocahontas Schools in grades seven through twelve, who sign, and whose parent/guardian sign the required Consent Form(s) of the Chemical Screen Policy. Students who wish to participate in extracurricular activities as defined in this policy and/or those who are registered to park vehicles at Pocahontas Public Schools must sign the required Consent Form(s) and will be subject to random testing.

The use or possession of illegal drugs during school activities or prior to school activities where the illegal drug has the possibility of affecting the participant is a violation of this policy.

General Provisions and Definitions:

Pocahontas School District shall randomly require selected students in grades seven through twelve of Pocahontas Schools to provide a urine specimen for urinalysis testing.

Illegal Drugs are defined as drugs, or the synthetic or generic equivalent or derivative or drugs, which are illegal under federal, state, or local laws including, but not limited to, marijuana, heroine, hashish, cocaine, hallucinogens, depressants, and stimulants not prescribed by a physician or are prescribed by a physician and not used as authorized by the doctor or the manufacturer of the substance.

Extra-Curricular Activities are defined as school activities, as governed by the Arkansas Activities Association, Arkansas Department of Education, and/or other Pocahontas School District club activities other than regular classroom instruction.

Alcohol is defined as ethyl or any beverage containing ethyl alcohol.

Refusal to Submit to Testing: Any participant who refuses to submit to a random drug testing shall remain at the testing site until the school officials have made proper contact with parent or guardian. Refusal to submit to testing will be considered the same as a positive screening.

Consent Form

No student shall be allowed to participate in any extracurricular activity or be granted vehicle parking privileges at Pocahontas Public Schools until the consent form has been signed by both student and custodial parent/legal guardian and returned to the principal. All students and custodial parents/guardians will be strongly encouraged to sign a consent form for random testing during the year.

Cost

The cost of the test given during random selection will be paid by the District. Follow up tests for those students testing positive will be paid by the District. Any test requested by the parent(s) or student challenging the validity of the initial test results will be at the parent's expense. If that test proves negative, the district will pay for the retest.

Grievances

The procedure for appealing is found in *The Pocahontas School District Student Policy Book*.

Procedures

Type of Testing: The District shall randomly require selected students of Pocahontas Schools in grades seven through twelve to provide a urine specimen for urinalysis testing. Each chain of custody (CCF) will have a number on it, which will be assigned to a participant's name. The samples submitted by the students will be tested by an FDA approved instant device and if needed sealed and sent to the lab for additional testing. All students randomly selected must report to the designated location for providing urine samples to be taken at Pocahontas Schools. Urinalysis will be the method utilized to test for the presence of chemicals in the body. A breathalyzer will be used to determine alcohol content in the body.

Selection Process: Students enrolled at Pocahontas Junior and Senior High will be subject to random selection for chemical testing. Students will be divided into a pool for students in grades seven (7) through nine (9) and another pool for students in grades ten (10) through twelve (12). Each student will be assigned a number. The testing agency will select days for random testing; these days will not be known by the school officials. A minimum of ten test days will be set per year for each pool. The amount of aggregate numbers drawn will be a minimum of 10 and maximum of 20 per session with no less than (5%) or no greater than (25%) of the students in grades seven through twelve annually who have the required Consent Form(s) signed. If any student whose number is drawn is absent on that day, the selection process will continue until the number (5%-20%) of students selected for testing equals the number of specified for that day's random testing.

Consequences Of A Positive Test: Upon receipt of a positive test result for any student, a student may request a retest at his/her expense within a 24-hour period of a positive result. The specimen used for the second testing will be from the original split sample taken during the random sampling. The original sample taken at the testing site will be divided into two separate containers and sealed at the collection site.

The following sanctions will be imposed for any student testing positive to a drug test for the first time. The Superintendent or designee shall notify the student's custodial parent/legal guardian. The Superintendent or designee shall schedule a conference with the student's custodial parent/legal guardian to explain the results. Initial

counseling including referrals, resources and information on chemical abuse will be available from the District. Further outside counseling/rehabilitation for the student will be strongly recommended for the student who tests positive. The additional counseling/rehabilitation will be at the expense of the student. The student shall be placed on probationary participation for one calendar year and will be retested during each testing session of the probationary period. The probation will be lifted after one calendar year provided all test results are negative. The school district will not be responsible for injury or other health problems due to the students misuse or abuse of the drug while the student is involved in school activities, therefore the parent/legal guardian must sign a waiver allowing the student to participate in those activities.

If a student test positive to a drug test for the **second time within two calendar years** the Superintendent or designee shall notify the student's custodial parent/legal guardian. The Superintendent or designee shall schedule a conference with the student's custodial parent/legal guardian to explain the results. Initial counseling including referrals, resources and information on chemical abuse will be available from the District. Further outside counseling/rehabilitation for the student will be strongly recommended for the student who tests positive. The additional counseling/rehabilitation will be at the expense of the student. Upon notice by the proper school official the student shall immediately be suspended from practices, contests, driving, and any other related activities for one calendar year. Retesting shall be required at each subsequent random testing regime for one calendar year from the date of the receipt of the test results. For reinstatement into the school activity the student must receive a negative test result in each testing.

If a student tests positive to a drug test for the **third time within two calendar years** the Superintendent or designee shall notify the student's custodial parent/legal guardian. The Superintendent or designee shall schedule a conference with the student's custodial parent/legal guardian to explain the results. Upon notification by the proper school officials the student shall be immediately removed from participating in activities/programs for the remainder of the student's high school career.

Exception: Certain chemicals that take more than thirty days to leave the student's system will be considered differently if the Third Party Administrator written opinion details the said residual effect of that particular substance.

Testing Procedure:

Analysis of Urine Specimens: The initial urinalysis method shall be an immunoassay screen. If a specimen tests positive for any substance being checked, a GC/MS or LC/MS confirmation test will be performed. If the parent/guardian questions the validity or reliability of the testing agency's results, the sample from the split specimen in the second sealed vial will be used for the parent-requested follow up test. The parents may choose a laboratory of choice so long as the Department of Health and Human Services certify it. Gas chromatography/mass spectrometry GC/MS or LC/MS shall be conducted on the specimen. If the result of the GC/MS or LC/MS test is confirmed, the student shall be considered to have had a positive result. If the results of the GC/MS are not confirmed for the suspected substance or substances, the student shall be considered to have had a cancelled result. The schools will be responsible for paying for the requested test if the results prove to be cancelled.

All test results from the laboratory shall be communicated to the Superintendent or designee. To ensure proper testing procedures, United States Department of Health and Human Services Standards as defined by the National Institute of Drug Abuse certified laboratories will be followed.

All initial urine specimens will be taken at the designated location determined by the Principal or designee. Any student who is requested to provide a urine specimen shall be directed to the collection site where the student will complete the necessary forms. Students selected as part of the random test will be required to provide additional information for the testing agency.

The following precautions will be taken, as appropriate, at the collection site:

1. Collector and/or administrator shall positively identify the examinee.
2. The collector and/or administrator shall ask the individual to remove any unnecessary outer garments (i.e. coat,

jacket) that might conceal items or substances that could be used to tamper with or adulterate the urine specimen. All personal belongings (i.e. purse, briefcase, etc.) must remain with the outer garments. The agent and/or administrator shall note any unusual behavior or appearance. In Arkansas, it's unlawful to adulterate a urine sample, or possess or distribute adulterates for the purpose of defrauding or causing deceitful results in a drug screening test (Act 750, 2003).

3. The student shall be instructed to wash and dry his/or her hands prior to providing the specimen. After washing his/her hands, the student shall not be outside of the presence of the agent and/or administrator and not have access to water fountains, faucets, soap dispensers, or cleaning agents until after the specimen has been provided and sealed. Only one student will be allowed at a time in the washroom and process area.

4. The female student will be allowed to provide the specimen in a stall or partitioned area that allows for individual privacy. The male student may be required to provide the specimen while using a urinal. After the specimen has been provided for the agent, the female student should leave the stall, and the male student should leave the urinal or stall. Extra specimen containers should not be left in the res rooms.

5. At the collection site, toilet bluing agents shall be placed in the toilet tanks, whenever possible. No other source of water shall be available in the immediate area where the urination occurs.

6. After the specimen has been provided to the agent, the agent will continue with chain of custody procedures and will determine whether the specimen contains at least 45 milliliters of urine. If there is not at least 45 milliliters, additional urine shall be collected. The student may be given reasonable amounts of water for drinking. If a student fails for any reason to provide the necessary amount of specimen, the agent and/or administrator shall contact the Superintendent or designee for guidance.

7. Immediately after collection, the testing agent shall check the temperature of the specimen and inspect the specimen for color and signs of contaminants. Freshly filled specimen containers should be warm. If the specimen is not between 90 and 100 degrees, the student will be required to provide another specimen of urine within two hours of the original collection.

8. Both the collector and/or administration and the student being tested shall keep the specimen in view at all times prior to its being, tested and if needed sealed and labeled.

9. The student shall observe the collector conduct the instant test.

10. **If pending:** The identification label on the specimen container shall contain:
(This information is filled out on the vials)

** The date

**The CCF number

**The student's initials

**The student's name is not to be on the samples

If negative: The student will sign the CCF and return to class.

11. The student and the collector will sign the chain of custody form and student will return to class.

Ethyl Alcohol will be tested by using a breathalyzer. The cutoff level of ethyl alcohol will be four-hundredths of one percent (0.4%) by weight of alcohol in the student's breath. Cut off levels used are determined by the National Institute on Drug Abuse.

TPA will review and verify all positive test results, report said results, check for chain of custody compliance and determine false positives.

RESULTS AND NOTIFICATION

Test results shall be reported to the Superintendent or designee within a specified number of days after the lab's receipt of the specimens. All reports shall be in writing. All specimens testing negative on the initial test or negative

on the confirmation test shall be reported as negative. Only specimens confirmed as positive shall be reported as positive for a specific drug(s).

Substances Tested

The specific drugs in the drug screen may be selected at the beginning of each school year, and may be amended any time throughout the year. The substances for which students may be tested include, but not limited to:

- **Barbiturates:** Amobarbital, Butabarbital, Phenobarbital, Pentobarbital, Secobarbital, Trizolam
- **Amphetamines:** Amphetamine, Methamphetamine
- **Benzodiazepines:** Alprazolam, Chlordiazepoxide, Clorazepate, Diazepam, Halazepam, Prazepam
- **Opiates:** Codeine, Heroin
- **Cocaine Metabolites**
- **Propoxyphenes**
- **Phencyclidine PCP**
- **Qualitative THC**
- **Ethyl Alcohol**

The cut off levels for initial screens shall be 20 nanograms per milliliter (ng/ml) for marijuana metabolites (THC), 300 ng/ml for cocaine metabolites and opiates, 25 ng/ml for phencyclidine, and 1000 ng/ml for amphetamines. The cut off level for ethyl alcohol shall be four one-hundredths of one percent (.04%) by weight of alcohol in the student's breath. Cut off levels used are determined by the National Institute on Drug Abuse.

The cut off levels for confirmation tests shall be 15 ng/ml for marijuana metabolites, 150 ng/ml for cocaine metabolites, 300 ng/ml for opiates, 500 ng/ml for amphetamines, and 25ng/ml for phencyclidines.

Consent Form "A"

The Pocahontas School District is providing an opportunity to help students be drug free.
The district solicits your support through your signing of this form.
Each Parent/Guardian's support is needed for the youth to succeed.

I/We, _____ and _____, the parents/guardians of
_____ do hereby consent to, abide by, and comply with the policy
regarding the Chemical Screen Testing for Pocahontas Public Schools.

I, _____, a student in the Pocahontas School
District do hereby consent to, abide by, and comply with the Chemical Screen Test policy of
the Pocahontas School District.

Student

Parent/Guardian

Date

Parent/Guardian