

OAK HILL UNITED SCHOOL CORPORATION
EXTRACURRICULAR ACTIVITIES DRUG TESTING PROGRAM FOR ATHLETES,
CLUB MEMBERS AND DRIVERS

THE MISSION OF OAK HILL UNITED SCHOOL CORPORATION

The Oak Hill community recognizes and supports the uniqueness of each student through a learning atmosphere that achieves maximum growth in all areas.

INTRODUCTION

The effective date of this program is August 1, 1998. This program does not affect the current policies, practices, or rights of Oak Hill United School Corporation with drug and/or alcohol possession or use, where reasonable suspicion is obtained by means other than drug testing through this policy. Oak Hill United School Corporation reserves the right to test any student whom at any time exhibits cause for reasonable suspicion of drug and/or alcohol usage.

REASONABLE CONCERN

Oak Hill United School Corporation has a strong commitment to the health, safety, and welfare of its students. Results in studies throughout the United States indicate that education alone as a preventative measure is not effective in combating substance abuse. Our commitment to maintaining the extracurricular activities in Oak Hill United School Corporation as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

PURPOSE

The drug testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while he/she has drug residues in his/her body, and it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug free participation. No student shall be expelled or suspended from school as a result of any verified "positive" test conducted by his/her school under this program other than stated therein.

SCOPE

Participation in extracurricular activities is a privilege. This policy applies to all Oak Hill United School Corporation students in grades 7 - 12 who wish to participate in extracurricular 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 school, from school, or during school.

LEGAL OBLIGATION

Indiana Code 20-8.1-7 sets forth health measures to be governed by school officials. Most specifically, Indiana Code 20-8.7-2 establishes the responsibility of schools to assist children found to be ill or in need of treatment.

DRUG EDUCATION

The sponsor or coach of each extracurricular activity will require the attendance of all prospective participants at one or more drug education sessions. Each prospective participant shall receive a copy of this policy and the policy will be explained to them at that time. An educational presentation will also be made to educate the students about the harmful effects and consequences of alcohol and other drug abuse. Students will receive information as to where they can seek professional help, if needed, for a use or abuse problem.

CONSENT FORM

It is MANDATORY that each student who participates in extracurricular activities sign and return the "consent form" prior to participation in any extracurricular activity. Failure to comply will result in non-participation. Each extracurricular participant 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 is agreeing to participate in the random drug testing program at Oak Hill Jr/Sr High School.

TESTING PROCEDURES

1. The selection of participants to be tested will be done randomly by the testing agency and testing will be made from time to time throughout the school year. Names will be drawn from one large pool of those agreeing to be tested. Testing may occur on a different day,

Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student will be assigned a number that will be placed in the drawing.

2. If the student shows signs of reasonable suspicion, the principal/administrative designee may call the student's parent/guardian and ask that the student be tested. Factors will include, but are not limited to, excessive discipline problems and/or excessive absences from school. Also, a parent/guardian may request testing of his/her student.
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 two hours, the student will be taken to the principal's office and told he/she is no longer eligible for any of the extracurricular activities. 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, another specimen must be given by the student.
7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the "extracurricular activities" 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 the escort of a principal/administrative designee.
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 directions to those who supervise the testing program, set up the collection environment, and guarantee specimens and supervise chain-of-custody. To maintain anonymity, the student's number, not name, will be used.
2. The principal/administrative 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. (The principal/administrative designee should not bring all the students drawn from the pool to the collection site simultaneously. Calling four or five students at a time allows the collections to be carried out quickly and will not cause students to wait a long time, thereby creating a loss of important time from class.)
3. Before the student's urine is tested by the laboratory, students will agree to fill out, sign and date any form that may be required by the testing laboratory. If a student chooses, he/she may notify the principal/administrative designee that he/she is taking a prescription or non-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 sign that the specimen has been sealed. The seal may be broken only by the lab testing the specimen.
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 extracurricular activities subsequent to a retest.
6. The collecting agency obtaining the urine specimen will be of the same gender as the student.

Students will be instructed to remove all coats and wash their hands in the presence of the supervision 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 restroom will be shut off.

7. After it has been sealed, the specimen will be transported to the testing laboratory by lab personnel. The testing laboratory will report the results back to the principal/administrative 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 results sheet for the urinalysis will be mailed back to the principal/administrative designee with no name attached; only the student's random identification number will appear on the results 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 participation in extracurricular activities.
2. The principal/administrative 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/administrative 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.

In addition, the student or parent/guardian may appeal by requesting that the urine specimen be tested again by the certified laboratory at a cost to the student or his/her parent/guardian.

3. If the test is verified "positive", the principal/administrative 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 will be prevented from participating in extracurricular activities until after a "follow up" test is requested by the principal/administrative designee and the results are reported. The length of the suspension will be dependent upon the time the drug may stay in the system in accordance with the following schedule:

Marijuana 1 month

All other drugs 1 - 2 weeks

Detection periods vary; rates of metabolism and excretion are different for each drug and user. Detection periods should be viewed as estimates. Cases can always be found to contradict these approximations. The detection period will also depend on the amount consumed.

4. A "follow up" test will be requested by the principal/administrative designee after such an interval of time that the substance previously found (alcohol, nicotine, "street drugs" - which may include all drugs listed as controlled substances under the laws of the state of Indiana, and "performance enhancing" drugs such as steroids) would normally have been eliminated from the body. If this "follow up" test is negative, the student will be allowed to resume extracurricular activities. 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 Oak Hill United School Corporation reserves the right to continue testing at any time during the remaining school year any participating student who tested "positive" and did not make satisfactory explanation.
5. Information on a verified "positive" test result 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/administrative 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 that only the principal/administrative designee has access to.

FINANCIAL RESPONSIBILITY

1. Under this policy, Oak Hill United School Corporation will pay for all initial random drug

tests, all initial reasonable suspicion drug tests, and all initial “follow up” drug tests. (Once a student has a verified “positive” test result and has subsequently tested positive from a “follow up” test, any future “follow up” drug test that must be conducted will be paid for by the student or his/her parent/guardian.)

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 Oak Hill United School Corporation who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the 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 Oak Hill United School Corporation commitment to confidentiality with regards to the program.

PENALTIES FOR TESTING POSITIVE

1. A student testing positive a first time will be suspended from all activity (athletics, clubs, driving) until they are retested by the agency doing Oak Hill’s random drug testing and are found to not have anything in his/her system.
2. A student testing positive a second time will be suspended from all activity (athletics, clubs, driving) for one calendar year (365 days) from the time the school has received the test results. At the conclusion of the 365 day suspension the student must submit to be retested and if he/she is found to not have anything in his/her system will be eligible for full participation.
3. A student testing positive a third time will be banned from participation from all activity (athletics, clubs, driving) for his/her high school career.
4. A student who has tested positive will not be able to attend practice, participate in practice, or be with the team as a part of the team on game night.

OTHER RULES

Apart from this drug testing program, Oak Hill Jr-Sr High School athletic association and the coaching staff/sponsor of each sport/activity have their own training rules and requirements. Coaches/sponsors have the necessary authority to enforce those rules. Any student who violates a rule or requirement as a member of a team or activity will be subject to the consequences as defined in those rules and requirements.

This document will be reviewed every year from the date of Board approval or on an as needed basis.