POLICY 5552

SUBSTANCE ABUSE

The Board of Education affirms its responsibility to take appropriate and reasonable steps to provide a substance-free school environment.

Possession, consumption, sale, manufacture and/or distribution of alcohol or drugs are prohibited on any property owned or under control of the Baldwin Union Free School District, and at places where school activities are held.

The Board is committed to developing early intervention and prevention programs to assist students and their families and District staff where appropriate, consistent with law, with Board policy, and with the provisions of any applicable collective bargaining agreement.

The superintendent of schools shall develop procedures for the implementation of this policy.

Approved
Board of Education
October 12, 1988
Revised December 12, 1990
Revised March 13, 2002
SUBSTANCE ABUSE

In implementing this policy, the district acknowledges the rights of individuals and the sensitive nature of the problems of alcohol and/or drug use and abuse.

A. EDUCATION AND PREVENTION

Information regarding alcohol and drug abuse education and prevention shall be:

1. included in district "Code of Conduct" and distributed to all district employees.
2. included in the K-12 health curriculum and discussed in prevention programs.
3. annually placed on the agenda for one faculty meeting in each school building.
4. updated and made available in libraries for use by students and district employees.
5. available to assist parents/guardians in identifying school and community services and intervention strategies.
6. utilized to offer guidance in related pupil services programs for
   (a) students who are affected by alcohol and/or drug abuse of a family member,
   (b) students who have returned to school after treatment for alcohol and drug abuse,
   (c) students who express a general need, concern, or interest in obtaining information about prevention.
7. reviewed as part of the cyclical review of the health curriculum to ensure its effectiveness and compliance with state and federal laws and regulations.

B. INTERVENTION AND DISCIPLINARY ACTION FOR STUDENTS

1. A student observing the use, sale, manufacture, and/or distribution of drugs or alcohol on property owned, leased, and/or under the control of the Baldwin Union Free School District and at places where school district sponsored activities are held must report it to the building principal or designee.
2. The procedure for treating students who appear to be under the influence of drugs and/or alcohol is the same as that used when students show signs of serious illnesses. In instances of suspected substance use/abuse, the principal or designee must be notified.
3. The teacher shall notify the school nurse or administrator when a student's appearance and/or behavior suggests substance use/abuse and request that a designated staff member escort the student from the classroom to the health office.
4. On arrival in the health office, the nurse shall determine whether the student is in need of emergency medical attention. If so, the parent/guardian, the fire department's emergency services, the principal, and the superintendent of schools shall be notified.
Substance Abuse

5. The principal shall make a determination after consultation with the superintendent regarding whether police intervention is appropriate. When the police are called, an attempt shall be made to contact the parent/guardian at the same time.

6. When emergency medical attention is not required, the student's condition shall be described to the parent/guardian who shall be asked to come to school. The parent/guardian shall be asked to have student seen by an appropriate professional.

7. First aid procedures for suspected drug abuse shall be included in the Health Services Manual.

8. The principal or designee and the school nurse shall keep accurate and detailed records, using the School Incident Report Form.

9. When deemed necessary, information regarding a student's substance use/abuse problem shall be shared confidentially with the appropriate staff.

10. If, in the judgment of a school administrator, a search of facilities is warranted, lockers, closets, desks, and similar areas under control of the school may be inspected at any time by the school administrator and observed by a witness. Where the school administrator has reasonable cause to believe that an individual student possesses on his/her person drugs or drug paraphernalia, the search of the person shall be completed by the administrator and observed by a witness.

11. Students who are under the influence of drugs and/or alcohol on school property may, following a conference, be:
   (a) offered counseling,
   (b) offered referrals to an appropriate professional/institution,
   (c) assigned in-school separation,
   (d) suspended from school.

C. INTERVENTIONS AND REMEDIAL ACTIONS FOR STAFF

1. A staff member observing the use, sale, manufacture, and/or distribution of drugs or alcohol on property owned, leased, or under the control of the Baldwin Union Free School District and at places where school district-sponsored activities are held must report it to the building principal or designee.

2. If the incident involves a student, the interventions and remedial actions described above will be implemented.

3. If the incident involves a staff member, the administrator responsible for health services and the deputy superintendent shall provide information about services to school district employees who have problems with alcohol and drug use/abuse. Such employees shall include those who have been found guilty of substance use/abuse while performing their jobs and/or those who have come to the attention of the district for substance use/abuse while performing their jobs on or off school grounds.

4. Employees who feel that their work performance may be affected by prescribed medication are encouraged to report potential side effects to their supervisor.
5. The Superintendent of Schools or his or her designee shall make a determination regarding whether police intervention is appropriate after consultation with appropriate building administration.

6. District employees are required to notify the superintendent of schools or his or her designee of any criminal drug statute conviction for a crime or violation relating in whole or part to the use, sale, manufacture, distribution or possession of drugs within five (5) days of the conviction. The superintendent of schools shall notify the Board of Education.

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