

DRUG TESTING**Site Process****I. Introduction**

The Point Arena Schools District ("the district") shall conduct a mandatory random drug testing program for student athletes. Its purposes are: (1) to provide for the health and safety of all student athletes; (2) to undermine the effects of peer pressure by providing a legitimate reason for student athletes to refuse to use illegal drugs; (3) to encourage student athletes who use drugs to participate in drug treatment programs; and (4) to discourage drug use campus-wide. This administration regulation outlines the processes to be used by the district when implementing the program.

II. Definitions:

- a. **Drug:** Any substance considered illegal by California Statute or which is controlled by the Federal Food and Drug Administration.
- b. **Student Athlete:** Any student participating in interscholastic athletic programs (including Cheerleading) sponsored by the Point Arena Schools District.
- c. **Athletic Season:** Fall, winter, spring and summer league seasons begin and end on the dates specified by the California Interscholastic Federation.
- d. **Positive Test**
 - 1. A saliva sample which tests positive for illegal substances as identified in this policy.
 - 2. A urinalysis sample which tests positive for illegal substances as identified in this policy.
 - 3. Refusal to submit to a saliva/ urinalysis test.
 - 4. Eluding a saliva/ urinalysis test by unauthorized absence or unexcused absence.
 - 5. Tampering with a saliva/ urinalysis test, including adulteration of a saliva/ urinalysis sample

III. Drug Test Selection

- a. The drug testing kit selected by the district will test for as many of the following drugs as possible.

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1. Amphetamines
 2. Barbiturates
 3. Benzodiazepines
 4. Cocaine
 5. THC (Marijuana)
 6. Opiates
 7. Alcohol
- b. The drug tests selected will be based on accuracy, ease of use, ease of interpretation, and cost. The tests will be as minimally invasive as possible – dependent on clarity of test results.
- c. The selected test will be reviewed yearly by the District for possible replacement with newer, better tests.

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.63 – Steroids)

(cf. 1020 - Youth Services)

IV. General Procedures

- a. **Consent:** Each student wishing to participate in any interscholastic athletic program and the student's custodial parent or guardian shall consent in writing to drug testing pursuant to the district's drug testing program. Written consent shall be in the form attached to this policy as Exhibit A. No student shall be allowed to participate in any interscholastic athletic program absent such consent. The Superintendent or designee shall provide a copy of the district's policy, administrative regulation, and procedures on drug testing to students and parents/guardians at the beginning of each school year. No fee shall be charged for student participation in the district's drug testing program.

(cf. 3260 - Fees and Charges)

(cf. 5145.6 - Parental Notifications)

- b. **Student Selection:** All student athletes will be drug tested at the beginning of any athletic season. After the initial testing, random testing will be conducted weekly during the athletic season. The Superintendent/designee shall take all reasonable steps to assure the integrity, confidentiality, and random nature of the selection process including, but not necessarily limited to, assuring that the names of all participating student athletes are in the "pool," and that those individuals participating in the process have no way of knowingly choosing or failing to choose particular students for the testing. Additionally,

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the identity of students drawn for testing will not be known to those involved in the selection process excepting the principal.

(cf. 6145 - Extracurricular and Curricular Activities)

(cf. 6145.2 - Athletic Competition)

- c. **Sample Collection:** Samples will be collected at a convenient time on the same day the student is selected for testing or, if the student is absent on that day, on the day of the student's return to school. Coaching staff will not be involved in the drug testing process, but will be notified of those student athletes who test positive for illegal drugs.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

- d. **Prescription Medication:** Students who are taking prescription medication may provide, in a sealed envelope, verifiable information regarding a doctor's prescription, to school personnel at the time a sample is collected. This information will be used by District personnel when assessing the results of that particular student's drug test. Students who refuse to provide verification and test positive will be subject to the actions specified below for "positive tests." (Forms will be provided for students/parents) Student athlete samples will not be screened for the presence of any substances other than illegal drugs or for the existence of any physical condition other than drug intoxication.

- e. **Limited Access to Results:** Tests results will be reported to the Superintendent/designee and Principal or to such person as the Superintendent may designate in the event the Superintendent/designee is absent. Upon receipt of a positive lab result, the Principal will work confidentially with the Athletic Director, counselors, and coaches to monitor student eligibility and student participation in a drug education program. All personnel receiving drug test results will sign a non-disclosure statement acknowledging the confidentiality of such information.

1. The Athletic Director will meet with all coaches to brief them on student privacy, HIPPA, and the non-disclosure document they will be signing.
2. This briefing will be documented in writing by the Athletic Director
3. Refusal to sign the non-disclosure document will result in no student data being given to the coach refusing to sign.
4. Violation of the non-disclosure document will result in that persons removal from coaching

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f. District Actions for a Positive Test

1. Whenever a student athlete's test result indicates the presence of illegal drugs ("positive test"), the District will initiate the following actions:
 - a. A new saliva test will immediately be performed by the tester (retest).
 - b. If the follow-up sample tests negative, the student will be notified and no further action will be taken. If the sample tests positive, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the Superintendent/designee, the student, the custodial parent or legal guardian, and the student's site principal.
 - i. If student denies drug use, or if results are not clear, student will be offered a urinalysis test. If student refuses urinalysis test, that will constitute an admission of drug use and that student will enter the program.
 - ii. If student takes urinalysis test and that test shows negative, student will be released and enter the random testing cycle.
 - c. Test results shall be kept separate from the student's other educational records and shall be disclosed only to school staff designated by the Superintendent or designee as responsible for program implementation. This includes drug abuse counselors and student's coach. The district shall not release test results to law enforcement authorities except in compliance with a court order.

(cf. 5125 - Student Records)

1. First Violation

- a. An administrator/parent conference will be required.
- b. The student athlete will be ineligible to participate in his/her sport until he/she has enrolled in the substance abuse education program established by the District. Failure to enroll in and complete the drug education program as prescribed by the school and substance abuse program directors will result in athletic ineligibility and will be treated as a second violation.

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- c. Failure to enroll in a drug education program within 10 school days of the administrator/parent conference shall be treated as a second violation.
- d. Depending on the half-life of the illegal drug in question, the testing administrator will determine when the student will be retested and the time interval between tests. Because of the many variables in this process (i.e. drug used, strength of drug, frequency of use, etc.) the testing will be individualized and may be changed as time and circumstances dictate. This retesting schedule will continue for the duration of the intervention program. Increased drug levels from the initial positive test will constitute a second violation.
- e. Upon successful completion of the program the student athlete will be allowed to participate in athletics unfettered.

(cf. 5141.6 - School Health Services)

2. Second Violation:

- a. An administrator/parent conference will be required.
- b. A student athlete will be ineligible for 2 weeks after the positive test to participate in any interscholastic sport or practice. If the season is ending, the 2 week prohibition will continue to the next sport the student enters.
- c. Student will enter a mandatory year-long substance abuse education program established by the District. Program counselors will meet monthly with parents/ students, and principal to develop a “get well” plan for the athlete and assess athlete’s progress. Failure to enter the substance abuse program or comply with program instructions will be considered a third violation. Increased drug levels from the initial positive test will constitute a third violation. Failure to meet with principal and program directors will be considered third violation.
- d. Depending on the half-life of the illegal drug in question, the testing administrator will determine when the student will be retested and the time interval between tests. Because of the many variables in this process (i.e. drug used, strength of drug, frequency of use, etc.) the testing will be individualized and may be changed as time and circumstances dictate. This retesting schedule will continue for the duration of the intervention program. A positive test will be deemed a third violation.

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- e. Upon successful completion of the program the student athlete will be allowed to participate in athletics unfettered.

3. Third Violation

- a. An administrator/parent conference will be required.
- b. The student athlete will be ineligible for one month. If the season ends before the month suspension is over, the remainder of the time will extend into the next sport.
- c. Student will enter a mandatory year-long substance abuse education program established by the District. Program counselors will meet monthly with parents/ students, and principal to develop a “get well” plan for the athlete and assess athlete’s progress. Failure to enter the substance abuse program or comply with program instructions will be considered a fourth violation. Failure to meet with principal and program directors will be considered fourth violation. Increased drug levels from the initial positive test will constitute a fourth violation.
- d. Depending on the half-life of the illegal drug in question, the testing administrator will determine when the student will be retested and the time interval between tests. Because of the many variables in this process (i.e. drug used, strength of drug, frequency of use, etc.) the testing will be individualized and may be changed as time and circumstances dictate. This retesting schedule will continue for the duration of the intervention program. A positive test will be deemed a fourth violation.
- e. Upon successful completion of the program the student athlete will be allowed full participation in athletics.
- f. **Fourth Violation:** Upon a fourth violation, the student athlete will be ineligible in any C.I.F. - sanctioned sport for two years. After reentry into a sports program, another positive test will result in the student being barred for the rest of their stay at Point Arena High School. Students and their parents are encouraged to seek further interventions and counseling.
- g. **Appeals Process:** All violations may be appealed to the district Superintendent.

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- g. **Non-Punitive Nature of Policy:** No student athlete shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to the policy will not be documented in any student's permanent records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or legal process, which the district shall not solicit. In the event of the service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified at least 72 hours before response is made by the district.

V. Specific Procedures

a. **Drug Test Preparation**

1. Drug counselors will administer the drug tests. An additional trained drug tester will be used when necessary.
2. The District will contact the drug test manufacturer, testing laboratories, other institutions using the drug test selected, and medical professionals
3. (i.e. Redwood Coast Medical Services) to obtain, purchase, or develop a training program.
4. Each testing person will be trained and that training will be documented by the District. Personnel collecting samples shall review or be trained in testing protocol annually.

b. **Drug Test Implementation**

1. Drug testing and retesting will be performed in private.
2. Retesting can be performed within 2 days of the initial positive test.
3. Students who are initially tested in one sport and then participate in an overlapping sport will not be tested again, but will be part of the random testing process.

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4. If a student tests positive near the end of that sport and does not enter another sport, that student still remains in the drug rehabilitation program.
5. All students athletes will be tested at least once during the year on one team or another.
6. Once a student tests positive, that student enters one of the help programs the District provides. The student will then be tested on a regular but random schedule until out of the program. That schedule will be developed by the drug counselor based on the half-life of the drug in question.
7. Until out of the self-help program, that student will not be part of the random testing.
8. Once out of the self-help program, or after an initial “clean” test, each student athlete will enter the random testing program.

C. Drug Test Processes

1. Random Testing

- a. Each student will be assigned a number. Using a random number generator of the type found on most computers, the principal will weekly select scholar-athletes for testing.
- b. Principal notifies drug tester by email of the students selected for testing by assigned number.
- c. Drug tester will notify selected students by end of the day the drug tester receives list from Principal.
- d. Student will report to Teen Wellness Center with 24 hours after notification for testing.
- e. Drug test will be administered in private by drug tester.

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- f. Drug test result will be interpreted by drug tester
- g. If the test reads “positive”, student will be retested
- h. If retest is negative, student will be released and enter the random testing process
- i. If retest is positive, principal will be notified. Principal will notify superintendent/designee and will arrange a meeting with student, student’s parents/guardian, superintendent/ designee, principal, and drug tester.
- j. During meeting, if student admits to drug use, he/she will enter the rehabilitation program. If student denies drug use, or if results are not clear, student will be offered a urinalysis test.
- k. If student refuses urinalysis test, that will constitute an admission of drug use and that student will enter the program.
- l. If student takes urinalysis test and that test shows negative, student will be released and enter the random testing cycle.
- m. If urinalysis test proves positive, the student will enter the drug help program
- n. Drug tester will notify principal of those students testing positive
- o. Principal will notify athletic director/applicable coach of those students testing positive.
- p. Those students in the self-help program are the responsibility of the drug counselor.
- q. The drug counselor will create a test schedule that is regularly scheduled in a random nature. The drug counselor will administer the test privately
- r. Among other factors, the test schedule will be based on the half-life of the drug in question and the amount of time the student will be in counseling.

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- s. If the student remains drug free, at the end of the counselling period, that student re-enters the random testing cycle. But while in the program, the student is not part of that cycle.
- t. If while in the program, the student tests positive, a retest will be performed. And if that test is positive, the student will be determined to be in violation and will be moved up the discipline ladder.
- u. The principal will be notified when a student is released from counseling or again is detected of using drugs. The Principal will notify the Athletic Director and the appropriate coach(es).

2. New Sport Testing

- a. Principal will determine those students of each new team not yet tested during the year.
- b. Using the random number generator of the type found on most computers, the principal will weekly select scholar-athletes for testing.
- c. Principal notifies drug tester by email of the students selected for testing by assigned number.
- d. Drug tester will notify selected students by end of the day the drug tester receives list from Principal.
- e. Student will report to Teen Wellness Center with 24 hours after notification for testing.
- f. Drug test will be administered in private by drug tester.
- g. Drug test result will be interpreted by drug tester
- h. If the test reads "positive", student will be retested
- i. If retest is negative, student will be released and enter the random testing process

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- j. If retest is positive, principal will be notified. Principal will notify superintendent/designee and will arrange a meeting with student, student's parents/guardian, superintendent/ designee, principal, and drug tester.
- k. During meeting, if student admits to drug use, he/she will enter the rehabilitation program. If student denies drug use, or if results are not clear, student will be offered a urinalysis test.
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- r. The drug counselor will create a test schedule that is regularly scheduled in a random nature. The drug counselor will administer the test privately
- s. Among other factors, the test schedule will be based on the half-life of the drug in question and the amount of time the student will be in counseling.
- t. If the student remains drug free, at the end of the counseling period, that student re-enters the random testing cycle. But while in the program, the student is not part of that cycle.
- u. If while in the program, the student tests positive, a retest will be performed. And if that test is positive, the student will be determined to be in violation and will moved up the discipline ladder.

Students

AR 5131.61(l)

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- v. The principal will be notified when a student is released from counseling or again is detected of using drugs. The Principal will notify the Athletic Director and the appropriate coach(es).

**Regulation
Adopted**

**ARENA UNION ELEMENTARY/POINT ARENA JT. UHSD
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