

F16 ALCOHOL AND DRUG/SUBSTANCE USE ON SCHOOL PROPERTY OR AT SCHOOL FUNCTIONS

The Franklin Northeast Supervisory Union and its member districts believe that pre-K-12th grade students have the right to a drug-free school and that it is the responsibility of all students, parents/guardians, and school personnel to work together to achieve this goal.

The Franklin Northeast Supervisory Union and its member districts believe that the ingestion of an illegal substance or intentional misuse of a substance which interferes with a student's health and well-being is an infringement upon the rights of the individual or others to learn.

The Franklin Northeast Supervisory Union and its member districts believe that chemical use and dependency are treatable health problems and that the school's responsibility is to provide preventive education for all students, intervention (identification and referral) for those students using drugs, and support for those students attempting to change patterns of use that interfere with their overall school performance.

The Franklin Northeast Supervisory Union and its member districts prohibit the unauthorized use, possession, or distribution of drugs or alcohol, or any device associated with these substances, on school premises, school busses or at school-sponsored activities.

Student possession is defined as including a student who has alcohol or drugs on their personal property or who has such substance under their control, or who has knowingly placed themselves in proximity with a person known to have alcohol or drugs on their person or under their control. It shall be an infraction of this policy for anyone to consume, use, participate in a sale, distribute (e.g., gifting or supplying), exchange, or attempt to sell alcohol or drugs on school property (including busses, bus stops, and walking between school buildings) or at any school-sponsored activity. This includes any vaporizers or paraphernalia that could be used to ingest or inhale an illegal substance.

All school groups and teams shall adhere to the district Alcohol and Drug Use Policy. However, individual extracurricular programs may develop rules and responsibilities with higher expectations for student behavior. Participation in these activities is voluntary; and, therefore, students will be expected to follow the group's policies regarding drug and alcohol use.

Student use of prescription or over-the-counter drugs for medical purposes is governed by the Vermont Standards of Practice nursing manual. **No school employee, chaperone, or volunteer shall administer any prescription or over-the-counter medication to any student without the direct, expressed permission from the parent/guardian, school nurse or designee.**

In an ongoing effort to reduce suspension and expulsion rates, while keeping our communities safe, The Franklin Northeast Supervisory Union and its member districts will be committed to

providing a restorative and inclusive approach when responding to substance use infractions. Treating the whole-child is incredibly important to student safety, social/emotional well-being. A menu of response and treatment options will be utilized to respond to the unique needs of each student or individual. In addition, those with an infraction will be given meaningful opportunities to actively engage in repairing any harm done to themselves, families, and/or the school/larger community.

Procedures for implementing this policy shall comply with Vermont State Board of Education Rules 4200, Alcohol and Drugs (policy and program requirements) and 4300, Disciplinary Action (suspension, expulsion, due process procedures). These procedures are available in the school's main office, the Superintendent's office and online at www.fnesu.org.

See Procedures to Implement the Policy F16 -- Alcohol and Drug Use on School Property or at School Functions.

F16P PROCEDURES REGARDING ALCOHOL AND DRUG USE ON SCHOOL PROPERTY OR AT SCHOOL FUNCTIONS POLICY

I. Programs and Services

A. Educational Programs:

The Franklin Northeast Supervisory Union (FNESU) shall provide the following programs:

1. School Personnel - Regular training for school personnel about the signs and symptoms of drug use, risks, current trends and procedural updates will occur for all staff. This training will be facilitated by the SAP Counselors when possible. When not possible, the SAP Counselors will offer support around staff training to schools in the FNESU who do not employ SAP Counselors.
2. Students - Age appropriate drug education programs for students grade K-12 in compliance with curriculum guidelines established by the State of Vermont.
3. Parents/Guardians - Information around current youth drug use trends, risks, signs and symptoms, intervention and treatment will be offered periodically to parents/guardians throughout the school year. Schools will also help promote and refer interested parents to any education classes offered by school personnel and/or community organizations.

B. Self-referral:

When a student recognizes that they have a problem with drug or alcohol use and chooses support to address the problem, the school will respond in a timely, supportive, and collaborative way to meet the student needs as best as possible.

A student who seeks assistance shall be referred through the in-school referral system and will be offered educational resources, individual support or group counseling, and/or referral to a community agency by a school counselor or SAP counselor. These services shall be provided without reprisal provided all the following conditions are met:

1. The student is self referred, not "caught" in violation of school or legal policies.
2. There is no immediate or apparent threat of harm to self or others.
3. A commitment is made to develop a rehabilitation plan.

C. In-School Support and Referral System:

Administration, School Counselors, the School Nurse or the SAP counselor, will consult with students whose behavior or performance may indicate a problem with drug or alcohol use. Students will be referred to treatment providers (see below) based on the results of the school screening or response.

D. Community Support and Referral System:

FNESU shall work cooperatively with all appropriate state and community agencies in order to provide effective drug alcohol counseling and educational programs for students, staff, and parents.

FNESU shall provide referrals to appropriate treatment providers and community agencies. Under no circumstances shall FNESU assume financial responsibility for outside assessment or treatment.

FNESU shall maintain a liaison with the Franklin County Sheriff's Department or Vermont State Police for the purpose of obtaining assistance in determining appropriate and effective courses of action when alcohol- or drug-related incidents occur within the school environment and to ensure that current law enforcement requirements are followed.

In cases of emergencies our immediate cooperative agencies will be the local rescue squad, licensed physicians, and/or the local health center. Additional services may be provided by local counseling and support services professional staff.

II. Procedures for Reporting and Responding to a Drug or Alcohol Incident

1. **Reporting Incidents:**

School Personnel— All FNESU personnel are required to report students immediately to discuss any suspected or actual drug/alcohol infraction to the Administration and/or School Nurse. Failure to do so may result in administrative discipline. School personnel will remain with the student until administration and/or school nurse has arrived.

The process to determine if a student is chemically impaired and to what extent will be determined by administrative staff and/or school nurse. Once the extent has been determined, administrative staff and/or school nurse will take the appropriate action deemed necessary to ensure student and school community safety.

2. **Investigation:**

Administration shall investigate the incident and determine appropriate response and action. When there is sufficient information to suspect that an infraction has occurred, the student(s) will be expected to cooperate fully. This may include, but is not limited to, emptying pockets, pocketbooks, and backpacks, inspecting student desks, lockers, and cars parked on school premises. Failure on the part of the student to cooperate will constitute an infraction of the policy. The principal reserves the right to contact law enforcement or school resource officer if the

student fails to cooperate.

During the investigation, any and all technological devices (cell phones, iPhones, computers, or personal devices) will be confiscated until the investigation is complete. Student will not be left unattended throughout this process.

3. **Notification of Parent or Legal Guardian:**

If the investigation confirms that a probable infraction of the policy has occurred, the Administration will immediately notify the parents or guardians and request that they come to school to participate in a School Reponse Meeting with school administration.

The student shall remain at school until a parent or guardian arrives at school and transports the student home. If the parent or guardian is unable to provide this service, Administration will contact law enforcement or local ambulance service to ensure the safety of the student. In no event will a chemically-impaired student be sent home or allowed to leave the school premises without an escort.

4. **School Response Meeting**

The student and the parent shall be given the opportunity to attend a school response meeting with school administration and designated school support personnel. Please refer to Section III.B for a full description of this meeting. Due process procedures shall be followed.

5. **Restorative Plan Team Meeting**

The student shall participate in a Restorative Team Meeting. In the event that a student is removed from school, this meeting will serve as their re-entry meeting. Please refer to Section III.D for detailed procedures for this required meeting.

6. **Substance Use Assessment**

The student will be required to complete a substance use assessment by a school-approved community agency or a licensed substance use clinician. The student will sign a *release of information* form to allow the SAP counselor or school counselor to give/receive information from the clinician regarding appointment confirmations, assessment results, and educational and treatment recommendations.

Continued communication between the school-approved community agency or licensed substance use clinician and the SAP counselor/school counselor is required to ensure student is following recommendations. If requirements/recommendations are not followed, student supports and/or restrictions will be increased at the discretion of school administration and the restorative team.

The above requirements are mandatory to ensure the safety of the student and the school community.

7. **Notification Under Emergency Conditions:**

If an emergency situation exists, an area Rescue Squad and/or Law Enforcement Agency will be called. The parent/guardian will be notified prior to such action, when possible, and, in all other instances, as soon as possible thereafter.

III. Explanation of an Infraction of the Drug and Alcohol Use Policy and School Responses

A. Policy Infraction

It shall be against school policy for anyone to sell, distribute, or attempt to sell or distribute drugs or alcohol or any substance representing drugs or alcohol on school property (including buses) or at any school-sponsored activity, at home, or abroad.

It shall also be against school policy to purchase, use, possess, and be under the influence of drugs/alcohol or to possess devices for preparation and/or ingestion of drugs, or to participate in any drug/alcohol-related incident on school property (including buses) or at any school-sponsored activity, at home or abroad.

It shall be against school policy for a student suspected of a policy infraction to refuse to comply with a school or police investigation (see Section II-2 - Investigation Procedures).

B. Required School Responses

In all cases, the following school responses will take place:

- a. School administration will notify law enforcement or School Resource Officer (SRO).
- b. Student will participate in and follow all requirements as agreed upon in the RTM (see below).
- c. Student will participate in a substance use assessment administered by either an NCSS Substance Use Clinician in school or another licensed substance use clinician outside of school. The student will sign a release of information for the SAP Counselor and follow all clinician recommendations.
- d. The student is required to follow all policies and procedures written by any extra-curricular activities they are a part of.

C. Restorative School Responses:

FNESU believes that substance use in school is a serious wellness and health issue for our students and school community. Also, FNESU recognizes that students who use substances are in need of support and sometimes treatment. School responses to infractions of this policy will be restorative in nature and require the student to be held

accountable for the harm that is caused by substance use to themselves, their families, and their school community. Students will also be required to participate in a substance use assessment by a licensed substance use clinician to determine if there is a need for substance use treatment.

D. School Response Meeting

If there is suspicion of policy infraction based on the results of an investigation or assessment, the student and parent(s) and/or guardian(s) will have the opportunity for a School Response Meeting with school administration and any designated school support personnel at the time of the infraction. This meeting shall comply with the requirements of due process, namely, the following will be discussed:

- Student check-in on well-being
- Give the student the opportunity to explain what happened
- Discuss the harm that is caused from this incident
- Review any required school responses (III.B above)
- Discuss available times for Restorative Team Meeting (RTM)
- A plan for academic and emotional support until the time of the RTM

School administration shall provide the parent/guardian with a written summary of the meeting, including an explanation of the incident, harm that was caused, list required responses, and the date, time, and location set for the RTM.

If a student is impaired, in crisis, or threatening harm to themselves or others, the student will be immediately removed from school, for the shortest amount of time possible, to ensure the safety of both the student, the family, and our school community. The student will be released from school following an appropriate assessment with qualified personnel and with a safety plan in place. The student will be released only under the care of a parent(s) or guardian(s). At no time will the student be left unattended during this process. School administration will follow-up with the student and parent(s) or guardian(s) to schedule a RTM (as outlined below in Section D).

FNESU recognizes the serious harmful ramifications and safety concerns caused by the sale or distribution of alcohol and other drugs in school. School administration may, based on the individual incident, deem it necessary for the student to be removed from school to ensure student and school community safety. Upon the student's return, a will RTM take place.

In the event of a removal from school, a student support plan will be created together with school administration, school counselors, the student, and parent(s) or guardian(s) to continue academic and emotional supports as deemed necessary. Every attempt will be made by all of the above individuals to keep the student engaged in their learning and emotionally supported.

D. The Restorative Team Meeting

The purpose of the RTM is to create an agreement between the student and the school community and to design the student's plan for accountability, repair, and support. Although restorative practices are encouraged, they are not required. The restorative team will respond to the complexity of individual situations and the seriousness of substance use and/or distribution. Members of the restorative team will include: at least one school administrator, SAP counselor (when possible), school counselor, the student, at least one parent or guardian, and one identified student support person. Options for restorative agreements:

- a. Supported (academic or emotionally) in-school suspension
- b. Restorative circle or practices (Tier 2 or 3)
- c. Coordinated Service Plan
- d. Drug prevention classes or course
- e. Drug prevention educational project
- f. Community service
- g. Wellness coaching
- h. Mentoring
- i. Tutoring
- j. Referral to outside community agency for additional supports
- k. Loss of campus privileges
- l. Restricted access to school events
- m. School board hearing or restorative panel if determined the student's actions are a safety concern
- n. Any other agreed upon actions determined to be relevant and needed by the restorative team

All members of the RTM will sign an agreement at the conclusion of the meeting and receive a copy, either electronically or on paper, of the agreement. This agreement will serve as a contract between the student and the school community.

School responses to first-time policy infractions will be considered by school administration and the restorative team based on the individual incident. All subsequent infractions or repeated behavior will be taken seriously and responded to with additional restorative measures as deemed necessary by school administration and the restorative team. The intensity and rigor of the restorative team's plan shall reflect the severity of harm when a student engages in the distribution of substances. The student will also be required to follow all legal requirements set forth by Court Diversion following a substance distribution charge.

Please reference the Appendix for an outline of this meeting.

Glossary:

The purpose of this glossary is to help define the language changes in this policy.

Current Language	Revised Language
Suspension	Removal, Supported Removal or Safety Removal
Supported In-School Suspension	In-school suspension
Violation	Infraction
Due Processes Informal Hearing	School Response Meeting (SRM)
Rehabilitation Plan	Restorative Team Meeting (RTM)

