



Book	Policy Manual
Section	5000 Students
Title	CO-CURRICULAR DRUG TESTING
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5530.01 - CO-CURRICULAR DRUG TESTING

PHILOSOPHY

Maumee City Schools provides a variety of co-curricular activities that complement the educational and athletic development of each student. In exchange for the privilege of participating in these activities, student participants are responsible for adhering to the Athletic/Extra-Curricular/Co-Curricular Activity Code of Conduct (hereinafter "Code of Conduct") and to this policy. Participants in athletic, extra-curricular and co-curricular activities (hereinafter "student participants") agree to represent Maumee City Schools in a positive manner, to conduct themselves in a manner that is acceptable to coaches, advisors and the school community and to present a positive role model for other students and children in the community. The Code of Conduct applies to student participants at all times, not only when they are at school or participating in activities.

PURPOSE

The drug testing policy is designed to:

- A. Provide a healthy and safe environment to all students.
- B. Discourage all students from using drugs and alcohol.
- C. Encourage students to assume responsibility for regulating their personal lives in ways that will result in their becoming healthful members of a team or activity and worthy representatives of the school and community.
- D. Provide the school and students with positive guidelines and disciplinary policies for violations of the drug-free policy.
- E. Encourage those students who participate in athletic programs and extra-curricular activities to remain drug and alcohol-free.

This policy and program do not affect the District's policies, practices, or rights regarding student drug and/or alcohol possession or use where reasonable suspicion is established by means other than drug or alcohol testing through this policy.

APPLICATION

This policy applies to all student participants from grade 7-12, and students who are approved for a high school parking permit. The policy also applies to students who attend school-sponsored events outside the regular school day, including dances and athletic contests. Failure to conform to the Code of Conduct and Drug Testing Policy will result in appropriate disciplinary action. Student participants and their parent or legal guardian must sign a drug testing consent and authorization form to be eligible to participate in athletics, co-curricular and extra-curricular activities, including non-mandatory field trips.

ENFORCEMENT

The Code of Conduct is enforced during the school year, twenty-four (24) hours a day, seven (7) days a week, while participant is enrolled in high school or junior high school. The Code is also in effect and enforced over summer break.

Violations occurring in the junior high will not be carried over to high school.

IN-SEASON AND OFF-SEASON CO-CURRICULAR PARTICIPATION

In-season participation in co-curricular activities is defined as follows:

- A. For athletes, beginning with the Ohio High School Athletic Association starting date through the latter of awards night, or completion of the activity by the student.
- B. For an elected or appointed position, beginning with election/appointment through the expiration of the term of office/season/activity.
- C. For all other clubs and organizations, beginning with the first meeting through the end of the school year, including all activities scheduled during summer.

A student participant whose activity is not in-season at the time of the participant's violation of the Code of Conduct will be considered an off-season participant. A student is not considered an "off-season" athlete until he or she has been a member of an interscholastic sport.

TYPES OF TESTING (Either or both types of tests may be utilized during the year)

A. REQUIRED TESTING

All student participants will be required to take a drug test at the start of his/her season.

B. RANDOM TESTING

In-Season random testing shall be conducted during each season (i.e. fall, winter, spring) and the summer. Random testing may be conducted more than one (1) time per season. A student participant may be tested more than once per season, or calendar year. Random testing will be unannounced. The Athletic Director/Activity Director in conjunction with the building principal will select the day and date of testing.

Out of Season testing shall be conducted during each season (i.e. fall, winter, spring) when other random tests occur. Any member of a team or activity from the previous academic year and/or season may automatically be entered in the random pool, including any self-referral. If a student refuses to participate in the random out of season test he/she may be prevented from joining a team/activity for the remainder of the year.

The names of all participants listed on team/activity rosters will be provided to the testing company by the Athletic/Activity Director. The testing company will select, at random, a representative sample up to fifty percent (50%) of all participants in grades 7-12 for testing. The testing company MAY use one of the following methods for selecting the random sample: computer generated random numbers/names or drawing numbers from a pool of numbers equal to the number of student participants listed on rosters.

C. DRUGS FOR WHICH ATHLETES MAY BE TESTED

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (Tobacco) Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon) or any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with directions for use provided for in the prescription or by the manufacturer.

D. COLLECTION PROCESS

The student will be notified to report to the collection site. A specimen from the student will be collected as follows and all students must follow this process:

1. All students must have available a picture ID or be identified by the Principal or designated school personnel. No exceptions will be allowed.
2. Drug testing area must be secured during the testing.
3. Only technicians and students will be witness to the test.
4. Privacy must be maintained for all student participants.

E. URINE SCREENING PROCESS

The Athletic Director or designee is responsible for ensuring that all of the forms are completed and signed by both a parent or guardian **and** the student athlete. No student is to enter the collection site until forms and proper ID are completed.

1. When students arrive and cannot give a sample, they will need to start drinking water, pop or juice. Students will be required to remain in the testing area until they complete the test.
2. Any student who is taking a medication must indicate so on the informed consent agreement. It must be a current prescription in the student's name (drugs of exception are most over-the-counter, birth control, normal aspirin, Tylenol, Excedrin, Advil, etc.) In the event of a question, students must be able to provide the testing company with the prescription bottle for verification.
3. No bags, backpacks, purses, cups, containers, or drinks will be permitted in the collection area. All coats, vests, jackets, sweaters, hats, scarves or baggy clothing must be removed before entering the collection site. Only pants and T-shirts or dresses may be worn in the collection area. Testing Center may provide alternative clothing. Any infringement of the rules will result in the student re-taking the test in a monitored designated area.
4. Students processed by the technician who cannot produce a sample will be kept in a secured area to wait until they can provide a sample. If they leave this area, it will be treated like a refusal. Students are not to have contact with anyone until after the sample is given.
5. Students will be asked to hold out their hands and a sanitizer will be put on their hands. The bathroom personnel will add a dye to the toilet.
6. Students will be asked to urinate directly into the collection cup given to them by the technician. The technician will stand outside the stall and listen for normal sounds of urination.
7. The lab checks every sample for adulteration; such as additives you drink or add to urine to change the sample. They are not called positives but may have the same consequences as a positive test. Any and all adulteration of the specimen or diluted specimens may be detected and considered the same as a test refusal or first-time violation. A retest will be required within twenty-four (24) hours.
8. Any suspicion of tampering with the sample will be brought to the student's attention. The sample will be sent to the lab for immediate confirmation of tampering.
9. The sample must be taken in one attempt and be at least thirty (30) ml. in size. The student must hand the cup to the technician.
10. Students must not flush the toilets or urinals until directed by the technician. In the event that a student flushes the toilet s/he will be required to give a new sample immediately or the sample will be invalid.
11. With student watching, the technician will recap the sample and hand it to the student who must then return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or walks out to talk to anyone, the sample will be invalid and the student will have to give another sample.
12. This collection procedure is subject to change because of procedural requirements by the testing agency. The Maumee City School District reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.
13. Any student who tests positive may be tested periodically during the term of a five (5)-week program with drug counseling.

F. ORAL SCREENING COLLECTION PROCESS

Oral screening may be used as a stand-alone process or as a replacement process for urine screening when the student cannot produce urine in a reasonable amount of time.

The Athletic Director or designee is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian/and student. No student is to enter the collection site until forms and proper ID are obtained.

1. When students arrived to the collection site they will be asked to sign in with the technician. Each student will be asked for a photo ID if not accompanied by the coach or athletic director.
2. Each student upon signing in will be given a capsule with a random number that corresponds to the student's name. The student will then be instructed to take a seat in a monitored area.
3. Technicians will approach each student with an oral swab. The technician will witness the student placing the swab in his/her mouth.
4. The technician will plunge the swab into each student's capsule once they have collected saliva. If the amount of saliva collected is not enough, the student must place the swab back in their mouth until the required amount is reached.
5. Once enough saliva is collected, the student will be instructed to take their capsule back to the check-in table and give the capsule to the technician who will record the student as having completed the test.
6. Once all students have completed the oral screening, the technicians will test each sample and report any and all positive results.

SELF-REFERRALS

A student participant may self-refer one (1) time during their four (4)-year tenure at Maumee High School. A student participant can only self-refer BEFORE the test is taken, or before information is brought to the administration that could lead to a code of conduct violation. The student will also be required to participate in an Alcohol and Drug Education/Intervention Program beginning with an assessment from a certified chemical dependency counselor; then following the counselor's recommendations plus future drug testing are required. No other punitive action is taken upon the student's referral. If another violation occurs, the next offense goes to level 2.

IF A POSITIVE TEST OCCURS

The testing company, after verification of a positive test by their certified laboratory, will be responsible to determine if the urine or oral sample testing positive for drugs is the result of illicit use or from prescribed medications showing up in the urine or oral sample. If the student is taking a prescribed medication, it must be documented on the informed consent agreement or verified by the student or parents.

Whenever a student participant's confirmed test result indicates the presence of illegal drugs or banned substances, the testing company will be provided with student directory information (parent contact information) for the affected student and will promptly notify the parent or guardian. The school will follow up with the parent to explain the consequences of the positive test and to offer treatment options.

Consequences for a positive test are outlined in the Athletic/Extracurricular/Co-Curricular Activity Code of Conduct.

Violations are accumulative throughout the student's junior high school career (grades 7 & 8). Violations are also accumulative in secondary school career (grades 9-12).

STUDENT REFUSAL TO COMPLY

If a student is selected for testing and refuses to comply, participation in athletics, co-curricular activities, extracurricular activities, participation in clubs, non-academic school practices, events, performances or activities as well as school parking privileges will be immediately suspended. In the event of refusal to comply, the parent would be notified by school staff and provided with the opportunity, at parent cost, to have the student drug tested at a school approved drug testing facility after which the results of said test would be forwarded directly from the facility to the school for review. The activities suspension would remain in place from the time of initial refusal to comply until such time as school officials review the drug testing results. Decisions related to the suspension would be made after this review.

STUDENT DRIVERS

Students who elect to secure a parking permit from Maumee High School will be automatically entered into the random testing pool for that school year. Students testing positive for the first time will have the option of completing the five (5)-week counseling program or having his or her parking permit suspended for ten percent (10%) of the school year. A second offense

will result in a prorated refund for the parking permit and the student shall be banned from parking for one (1) calendar year. A third offense will result in the student being banned from parking at the high school for the remainder of his/her high school career. Students electing to self-refer prior to the random test can keep his/her parking permit at the high school as long as s/he is enrolled in and completes an alcohol/drug evaluation and five (5)-week counseling program. The student must also complete any/all recommendations from this evaluation and program.