

## **SUBSTANCE ABUSE AND TESTING POLICY**

**AUGUST 2017**

The Seventh-day Adventist Church has, since its inception, promoted a philosophy of health and healing. This philosophy applies to Church Schools and Academies, which strive to provide students with a safe, positive, and Christian learning environment. The Florida Conference of Seventh-day Adventists (“Conference”) and the Forest Lake Academy (the “Academy”) strictly prohibit the illegal use of drugs, and the use of alcohol and tobacco products, whether on or off campus. The Conference and the Academy also strictly prohibit the presence of illegal drugs, alcohol, or tobacco on campus at any time and for any reason.

### **I. PROHIBITIONS**

The Conference/Academy prohibit the use, possession, transfer, sale, purchase, or offer of illegal drugs, or alcohol or tobacco products (including electronic cigarettes) on Conference/Academy property or while participating in Conference/Academy-sponsored activities. For the purpose of this Policy, Conference/Academy property includes all properties and buildings, including parking areas, grounds, Conference/Academy vehicles, and all on- and off-campus locations where students are participating in Conference/Academy-sponsored activities. Students who fail to comply with these requirements are subject to disciplinary action, up to and including expulsion, from the Academy.

Illegal drugs include all controlled substances prohibited by state or federal law, synthetic compounds designed to mimic the effect of controlled substances, prescription drugs used inconsistently with the prescription, and any substance used in a manner inconsistent with its labeling to “get high” or create a similar physiological or emotional response.

### **II. USE OF NON-PRESCRIPTION MEDICATION AND PRESCRIPTION DRUGS**

The normal use of non-prescription medications and the legal use of prescription drugs, as ordered by a licensed physician, are not prohibited by the Conference/Academy. However, students who are bringing non-prescription medications or prescription drugs onto Academy property must inform the Academy nurse or principal prior to or at the beginning of the first day on which the non-prescription medication or prescription drug is brought onto Academy property. Students are required to leave their non-prescription medications or prescription drugs in the Nurse’s Office and return to take the medication or prescription drug at that location.

The Conference/Academy may require students and their parents or guardians to provide proof of a current drug prescription. Students and their parent(s)/guardian(s) may verify a current drug prescription by: (1) producing a copy of the prescription; (2) producing a written statement from the prescribing physician that the student has a current prescription for the drug; or (3) producing the prescription drug in the original container that identifies the student, the drug, dosage, prescription date, and the prescribing physician.

### **III. TESTING PROGRAM**

#### **A. Mandatory Drug Test**

The Academy will conduct a mandatory drug test of all students during each academic year. Every student will be tested during the academic year. Students will be chosen for their mandatory test through a random selection process. All students are subject to additional testing during the academic year as described below.

#### **B. Random Testing**

To assist in identifying students who need assistance overcoming substance use or addiction, and to give students an opportunity to “save face” and just say “no” when tempted to use drugs by their peers, the Academy will also conduct random testing throughout the academic year. Approximately 5 percent of the student body will randomly be selected for testing each month. The random selection process will be conducted by the laboratory performing the tests. Any student selected for random testing will remain in the student random “pool” for the remainder of the academic year. There is no maximum number of times a student may be randomly tested.

#### **C. Reasonable Suspicion Testing**

Testing of students for the current illegal use of drugs, alcoholic beverages or tobacco (nicotine) may be conducted if there is reasonable suspicion that a student is using or has a reportable level of alcoholic beverages, drugs or tobacco in his or her body or is impaired by drugs or under the influence of alcohol.

“Reasonable Suspicion” means a belief that a student is using or has used drugs, alcohol or tobacco in violation of this Policy. Reasonable suspicion may be based upon, among other things, (1) observations while at the Academy, such as drug, alcohol or tobacco use or the physical symptoms or manifestations of being under the influence of alcohol and/or impaired by drugs; (2) abnormal conduct or erratic behavior on Conference/Academy property or a significant deterioration in performance and/or conduct that is not otherwise explainable; (3) a report regarding the use of drugs, alcoholic beverages or tobacco that is provided by a (i) teacher, staff member, or administrator of the Conference/Academy, or (ii) a reliable and credible source that has been corroborated by other sources or information or (4) information that a student has used, possessed, sold, solicited, or transferred illegal drugs, alcoholic beverages or tobacco while on Conference/Academy property, or while participating in on- and off-campus Conference/Academy-sponsored activities.

#### **D. Follow-Up Testing**

Students who resume normal school attendance following a positive test for drugs, alcohol or tobacco will be required to submit to follow-up testing, conducted at the discretion of the Academy for a period of one year, in addition to other testing required by this policy. There is no maximum number of times a student may be tested. Such testing will be performed at the expense of the student or his/her parent(s) or guardian.

#### **IV. TESTING METHODS**

##### **A. Summary of Testing Procedures**

To ensure the accuracy and fairness of the Conference's testing program, all testing will be conducted utilizing recognized methodologies by a qualified laboratory and will include a screening test, review by a Medical Review Officer (including the opportunity for students who test positive to provide a legitimate medical explanation, such as a physician's prescription, for the positive result) and a documented chain of custody.

The substances that will be tested are: cocaine, marijuana, opiates (including heroin, codeine, morphine, oxycodone, hydrocodone and hydromorphone), methamphetamine, Ecstasy (MDMA), Eve (MDEA), phencyclidine (PCP), alcohol and tobacco.

Testing for the presence of the metabolites of drugs will be conducted by the analysis of hair follicles or urine. Testing for the presence of alcohol will be conducted by analysis of breath. Testing for nicotine (tobacco) will be conducted by the analysis of urine.

##### **B. Confidentiality and Dissemination of Results**

All students will be assigned a confidential number. All sample collections and results will be identified by the unique identification number of the student. No names will be recorded on the collection bag or the test results.

Test results will be confidentially provided by the laboratory to the Medical Review Officer. Test results will be delivered to the Academy Principal, or \_\_\_\_\_, and to the Conference Education Department. The Superintendent of Education, or his representative, and the Academy Principal (or \_\_\_\_\_) will confer regarding the results; as needed.

Following the completion of a test, the parent(s)/legal guardian(s) and student will be notified regarding the test results via email or telephone.

#### **V. WRITTEN CONSENT**

Prior to the beginning of the academic year, each student and his/her parent(s) or guardian must sign a consent form authorizing the taking and testing of samples for mandatory, random, reasonable suspicion and follow up testing in accordance with this policy. Failure or refusal to sign the academic year consent form or submit to testing upon the request of the Academy will result in the withdrawal or dismissal of the student. The written consent of the parent(s)/guardian(s) will be required for minor students.

#### **VI. CONSEQUENCES OF POLICY VIOLATION**

Students who fail to comply with the requirements of this Policy are subject to corrective action, up to and including expulsion from the School/Academy. The procedures set forth below generally will apply in the event of a positive test result.

The Academy will require a conference between the parent(s)/legal guardian(s), student, and Administration (Principal, Vice Principal, and Counselor) within three business days of receiving a positive test result. At that meeting, the Academy will discuss the results of the positive test and the community resources available to provide treatment and assistance and the actions to be implemented by the Academy. A student who tests positive and refuses to attend the Academy meeting is subject to expulsion from the Academy.

The Academy will require that the student immediately obtain a substance abuse evaluation through a qualified counselor or rehabilitation agency. If the report of the qualified counselor or rehabilitation agency recommends counseling, the student will be required to undergo counseling as a condition of resuming normal school attendance. The Academy requires the student and parents or guardian to authorize regular reports from the qualified counselor or rehabilitation agency on the progress of the student. All costs for the required counseling are the responsibility of the parents. A student who tests positive and refuses to obtain a substance abuse evaluation or attend substance abuse treatment or counseling as recommended by the qualified counselor or rehabilitation agency will be subject to expulsion from the Academy.

Any student who tests positive will be re-tested under this policy within approximately 90 days after the student resumes normal school attendance and, tested periodically thereafter for one year (follow-up testing), at times selected in the discretion of the Academy. Such testing will be performed at the expense of the student or his/her parent(s)

A second positive test at any time during the student's enrollment at the Academy will result in the student being asked to withdraw from the Academy. If the parent(s), legal guardian(s), or student refuses to withdraw, a recommendation to the Academy Board of Trustees will be made to expel the student. The student may reapply at a later date when proof of successful treatment and a negative drug test is provided.

Any student who tests positive will be removed from all extracurricular activities where the student represents the Academy for the remainder of the current academic year. In extenuating circumstances (such as a positive test result toward the end of the academic year), the Academy may extend this restriction into the next academic year. Such extracurricular activities include, but are not limited to, the Assist Program, class office, Academy Ambassadors, NHS, SA office, performing arts groups (Band, Cantabile, Drama, Solid Bronze, String Ensemble), Servant Leadership, and all varsity sports.

Participation on any Conference or Academy-sponsored trips will be reviewed on an individual basis by the Academy.

## **VII. NO LIABILITY**

Although all students at the Academy are subject to testing under this Policy, the Academy expressly disclaims any legal duty to test any student. By signing the "Student Drug, Alcohol and Tobacco Testing Authorization and Release" form, each student and his/her parent(s)/legal guardian(s) expressly waives any claims they may have against the Conference/Academy related to the drug testing of the student, or the failure to provide such testing. The student and his/her parent(s)/legal guardian(s) further waive any claims they may have against the Conference/Academy that may result from the student's participation in extracurricular activities following a violation of this Policy.

## **VIII. PARENTAL/GUARDIAN AND GUEST RESPONSIBILITY**

For the welfare of our students and the staff, as well as to promote a drug-free environment, the entire Academy community, including parents and guests, should not be in possession or under the influence of alcohol, tobacco or illicit drugs during any activity on Academy campus or at any Conference/Academy-sponsored event held at another location. The cooperation of parents and guests is needed to send a strong message to our students that the use of these substances is not appropriate or tolerated at our Academy.

If a parent/guardian or guest is found in violation of this Policy, that parent or guest will be asked to leave and not return until he/she has obtained Academy Administration approval.

**Minor Student Drug, Alcohol and Tobacco Testing Authorization and Release**

I consent for specimens of hair, urine, and/or breath to be taken and tested by a laboratory designated by the Florida Conference of Seventh-day Adventists and the Forest Lake Academy ("FLA") (collectively, the "Conference") to determine any current illegal use of drugs and/or the presence of alcohol or tobacco (nicotine) in my body at any time during the 2017-18 academic year, from August 1, 2017 through May 30, 2018. My consent shall be effective for all tests requested and conducted by FLA and the Conference during the 2017-18 academic year. I authorize the Conference and the testing laboratory to collect specimens and conduct testing for the current illegal use of drugs or presence of alcohol or tobacco. I agree to cooperate in the taking and testing of such specimens.

I understand that the results of these tests will be used to determine my compliance with the Conference's and FLA's policies, rules and procedures and my suitability for continued enrollment at FLA. I understand that refusal to give consent for testing or cooperate in giving any necessary specimens requested will result in withdrawal or expulsion from FLA.

I authorize the laboratory selected by the Conference to disclose all pertinent information, including test results, to employees of FLA and/or the Conference involved in the process related to testing for drug, alcohol and/or tobacco use and actions in response to my test results. I release FLA, the Conference, the laboratories conducting the sample collection and/or tests and all of their officers, directors, employees, representatives, agents, affiliated organizations, and attorneys from any and all claims, liabilities or actions arising out of or relating to the collection and testing of my urine, breath and/or hair and the communication of the test results, regardless of whether such claims, liabilities, or actions arise, in whole or in part, from the negligence of the parties released, or of any of them.

I further authorize FLA, the Conference and the laboratories to release test information, results and forms to the Conference and FLA, in response and any claim, proceeding commenced by me or on my behalf challenging the test and/or, in response to any disciplinary or expulsion action taken as a result of the test.

I have signed this authorization release voluntarily and of my own free will.

**IF YOU HAVE ANY QUESTIONS REGARDING THIS FORM, ASK BEFORE SIGNING.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Minor Student Signature

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Print Parent or Legal Guardian Name