

Dealing With Students Caught Using Or Possessing Illegal Substances at Otamatea High School:

INTRODUCTION:

The Otamatea High School Board of Trustees has determined that it wants to keep the school free of illegal substances and has drawn up guidelines which outline clearly what course of action may be taken under the circumstances described below.

PROCEDURE

- 1. A student is caught using drugs or consuming alcohol at school.**
 - a) Parents are informed.
 - b) Police informed and asked to take the illegal substances away.
 - c) Student may be suspended to appear before the BoT.
 - d) Where the student has been using illegal drugs a condition of return may include the production of a clear drug test and the necessity for the student to attend counselling.
 - e) The cost of the Test to be borne by the parents/caregivers.
 - f) The school to provide the student with relevant schoolwork until such time as they return to the school **or** enrol at another school **or** if they are 16 years or over inform the school that they are going to leave.

- 2. Student identified as being associated with drugs by a sniffer dog.**
 - a) Parents informed.
 - b) Student warned they may be asked to undergo a drug test in the future.
 - c) Counselling offered.

- 3. Student caught with drugs on them by a 'sniffer' dog or a member of staff.**
 - a) Parents informed
 - b) Police informed
 - c) Student may be suspended to appear before the BoT
 - d) Conditions of return may include the production of a clear drug test and the necessity for the student to attend counselling.
 - e) The cost of the test to be borne by the parents/caregivers.
 - f) The school to provide the student with relevant schoolwork until such time as they return to the school **or** enrol at another school **or** if they are 16 years or over inform the school that they are going to leave.

- 4. Student demonstrates uncharacteristic irrational behaviour, sudden drop-off in work, smells of alcohol/marijuana.**
 - a) Parents informed and asked to come to a meeting to discuss their child's behaviour or the school's suspicions of illegal substance use.
 - b) As a result of the discussion in (a) the school may ask the parent for their permission to drug test their child.
 - c) Student may be drug tested.
 - d) If the student is drug tested and the result is positive the student may be suspended to appear before the BoT. A condition of return may include the production of a clear drug test and the necessity for the student to attend counselling.
 - e) If suspended the school to provide the student with relevant schoolwork until such time as they return to the school **or** enrol at another school **or** if they are 16 years or over inform the school that they are going to leave.
 - f) The cost of the test to be borne by the parents/caregivers.

Note:

1. In all circumstances if a drug test is to be carried out it will be done so off-site and by a Registered Nurse or other persons suitably qualified to carry out the procedure.
2. When reading 'drug test' parents should be aware that this may include a breath test for alcohol.
3. When a parent/caregiver enrolls their child at Otamatea High School these procedures will be included in the Enrolment Pack and parents/caregivers will be asked to sign indicating that they have read, understood and consent to them being followed if an incident associated with illegal substances arises with their child.