

## GCMS Drug Testing Policy

Adopted 7/16/2007

The Board of Education believes that the use of alcohol or drugs by students who participate in extra-curricular activities presents a particular hazard to the health, safety and welfare of the student and to those who compete with the student. The Board encourages students to participate in extra-curricular activities, but believes the opportunity to participate in school-sponsored extra-curricular activities is not a right. Rather, it is a privilege offered to eligible students on an equal opportunity basis. To be eligible to participate in any school-sponsored extra-curricular activity program students must agree to submit to random testing for the use of illegal drugs, if selected, in accordance with this policy.

The purpose of this policy is to protect the health, welfare and safety of students engaged in extra-curricular activities. It is to better assure the student's health and physical fitness to participate in extra-curricular activities and not to provide a means, which the district may use to punish a student other than by disqualification from participation in extra-curricular activities. Accordingly, the results of any drug test administered under this policy shall be used only for determination of eligibility to try-out for or, participate in extra-curricular activities and for no other disciplinary purpose.

The decision to implement the Drug Testing Program is the result of increased student reporting of illegal drug use amongst their peers and the increase in the athletic code of conduct infractions.

### Definitions

- A. **Extra-Curricular Activities-** School sponsored activities outside the regular school day, conducted by and representing Gibson City-Melvin-Sibley High School District #5 where participation is voluntary, no academic credit or grades are awarded, including but not limited to the following list of extra-curricular activities: Interscholastic Athletics, Scholastic Bowl, Speech Team, Flags, and Dance Team.
- B. **Extra-Curricular Participant-** Any student who is trying out for or participating in any school sponsored extra-curricular activity.
- C. **Alcohol-** Any liquor, wine, beer, or other drink containing alcohol.
- D. **Illegal Drugs-** Any substance considered illegal or controlled by the Food and Drug Administration or prescription drugs not prescribed to the student taking the drugs.
- E. **Self-Referral-** Process of a student coming forward, voluntarily, seeking help for a problem with an illegal drug or alcohol. This is done before a violation of the Extra-Curricular Code has been verified by notifying staff or administration.

## **Consent Form**

To try out for or to participate in any school sponsored extra-curricular activities, the student must read this policy and sign a consent form by which the student agrees that as a condition of participation in extra-curricular activities, he/she will consent to the drug testing program outlined in this procedure. The student's parents or guardians at the beginning of the school year or prior to tryouts for a specific activity must also sign this consent form. Students deciding to participate in an extra-curricular activity after the first sign-up deadline will be required to be tested after the signed consent form is returned and their parents/guardians will be financially responsible for this test.

## **Withdrawal of Consent**

Consent for participation may be withdrawn under the following conditions:

1. Student fails to make the team/activity under tryout procedures.
2. Senior student will not be participating in any additional qualified extra-curricular activities for the remainder of his/her school career.
3. Parents must submit written request for withdrawal of consent indicating intentions in #2 above.
4. Withdrawal of consent must be sent to the building principal who will verify the student is no longer participating in any qualified extra-curricular event.

Should the student elect to resume participation in any qualified activity again in his/her school career, the student will be required to be tested on the next scheduled test date prior to activity tryout or participation. This test will be at the expense of the student's parents/guardians.

## **Noncompliance**

If the extra-curricular participant, his/her parents or guardians refuse to sign the consent form, the student will not be permitted to be a member of the activity until such consent form is signed. Also, if the extra-curricular participant refuses to be tested or does not complete the test as instructed, the extra-curricular participant will be considered in violation of this policy and it would be considered a violation of the code of conduct.

## **Random Selection of Extracurricular Participants for Testing**

At the beginning of each school year, Carle Clinic will be provided the student I.D. numbers of each student that is participating in an extra-curricular activity. The selection of numbers will be computer generated and made by Carle Hospital. Participants will be eligible for random testing throughout the school year. There will be a minimum of fifty percent of extra-curricular participants tested through out the school year.

## **Student Transfers**

A student transferring to GCMS District #5 will be provided a copy of this policy/procedure. Transfer students and parents will be given a reasonable period of time(not to exceed 5 school days) to determine whether or not the student intends to participate in extra-curricular activities. If, within the period of time given, the consent form is signed appropriately, the student's name will be added to the random list. If a decision is made to participate after the original timeline for consent, the student will automatically be tested on the next scheduled test date, prior to activity try-out or participation.

## **Financial Responsibility**

1. Under this policy, the GCMS School District #5 will pay for all initial drug tests requested by the district, if the student signs up by the fall deadline.
2. Students deciding to participate in an extracurricular activity after the first sign-up deadline will be required to be tested after the signed consent form is returned. The cost of this test would be the financial responsibility of the student's parent/guardian.
3. A request for another re-test of a "positive" urine specimen is the financial responsibility of the student's parent/guardian.
4. A student/parent/guardian may request a retesting of the urine specimen within 3 days of notification of a positive test. The student will be ineligible to participate in activities until the final results are reported.
5. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student's parent/guardian.

### **Confidentiality**

The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the extracurricular participant, his/her parents or guardian, and school officials designated by the Superintendent. The results of the testing shall not be used as a basis for any disciplinary action other than disqualification as provided for in the GCMS District #5 Extracurricular Code of Conduct. The test results will not be part of the extracurricular participant permanent record, but will be kept in a secure file in the high school office. The results for testing, negative or positive, will be kept until the student graduates.

Under this drug testing program, no staff, coach, or sponsor shall divulge any information to anyone about a particular student or disposition of the student involved, other than by order of a court competent jurisdiction.

### **Self or Parent Referral**

Student self referral or parent referral is a process designed to allow a student or parent to recognize a prohibited substance problem and bring it to the attention of staff or administration. Under the Extracurricular Code of Conduct a student receives no consequences for self or parent referring, but will count as the first offense under the code of conduct. However, the student must receive a substance assessment and/or counseling at the parent's/guardian's expense.

Under the random drug testing policy self and parent referrals are still available. However, once a student is selected by number for testing, a self-referral is no longer an option. Second or any subsequent self or parent referrals will be reviewed individually with regard to the basis for self or parent referral and Extracurricular Code of Conduct. The Athletic Review Committee will conduct this review.

### **CHAIN-OF-CUSTODY**

1. The testing organization will provide appropriately trained staff members, set up the collection environment, guarantee specimens, and supervise the chain-of-custody.

2. A District or testing organization staff member will escort students to the collection site. No student is allowed to go to his or her locker. The staff member should minimize classroom interruptions.
3. Before the Carle Clinic staff member tests a student's urine, he or she must sign any form that may be required by the testing laboratory. If a student chooses, he or she may notify the administrator that he/she is taking a prescription medication.
4. Students will be instructed to remove all coats and wash their hands in the presence of the staff member before entering the restroom stall. The stall door will be closed while the student provides a urine specimen. The staff member will wait outside the restroom stall. The Carle Clinic staff member will obtain the urine specimen.
5. A sanitized kit containing a specimen container will be given to each student. The container will remain in the student's possession until the staff member performs the rapid test.
6. If the test is found negative the student will know immediately. If the test is inconclusive, then the specimen bottle will be sent to Medtox Lab for more testing.
7. The specimen container will be sealed and only the lab testing the specimen may break the seal.
8. If the seal is tampered with or broken, after leaving the student's possession or prior to arriving at the lab, the specimen is invalid. The student will remain eligible for extracurricular activities subsequent to a retest.
9. After it is sealed, the specimen will be transported to the testing laboratory by testing organization personnel. The testing organization will report the results to the building principal or designee.

### **Testing Negative**

By using the Rapid Testing, the student will know immediately if the test is negative. The parents or guardians of the extra-curricular participant, who tests negative, will be notified by mail.

### **Inconclusive Test**

If the test is inconclusive, it will be sent to the Medtox Lab for further testing. The parents or guardians of the extra-curricular participant, who tests are inconclusive, will be notified by a phone call and by mail. If the results from the inconclusive test come back as positive, the extra-curricular participant will be considered in violation of the GCMS School District #5 Extracurricular Code of Conduct.

### **Testing Positive**

The Carle Clinic Medical Review Doctor will notify the school, student, and parents/guardians within 24 to 48 hours. A letter of the results will also be sent home. A positive test will result in a violation of the GCMS School District #5 Extracurricular Code of Conduct. The consequences of this violation are outlined in the Code of Conduct.

GIBSON CITY-MELVIN-SIBLEY HIGH SCHOOL

**Extra-Curricular Participant Eligibility Random Drug Testing-Student/Parent Consent Form**

I have read the GCMS Board of Education's Extra-Curricular Drug Testing Policy for student participants, and I understand the Board of Education's policy and procedures and agree to follow said policy and procedures, including being subjected to drug testing, as a condition of participation in extra-curricular activities. I understand that if I disobey the rules I will be excluded from the opportunity to participate in extra-curricular activities as provided in the Board's policy and procedures.

I accept the method of obtaining urine samples, testing and analyses of such specimens, and all other aspects of the program. I agree to cooperate in furnishing such urine samples, which may be required at random times. I also give the drug testing facility permission to discuss all test results with the proper GCMS personnel. This consent is given pursuant to all State and Federal Privacy Statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent such disclosure is authorized by the program. This consent is valid for the current school year.

I understand the costs for random drug tests will be paid for by the GCMS School District #5 unless the student misses the first sign-up date. Students deciding to participate in an extracurricular activity after the first sign-up deadline will be required to be tested after the signed consent form is returned. The cost of this test would be the financial responsibility of the student's parent-guardian.

\_\_\_\_\_  
Student Participant(print name)

\_\_\_\_\_  
Student Participant Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date