

**FRANKLIN CENTRAL SUPERVISORY UNION
AND IT'S MEMBER SCHOOL DISTRICTS**

COMMON PROCEDURES IN SUPPORT OF DRUG AND ALCOHOL ABUSE POLICY F7

Students who are experiencing problems with alcohol and drugs are in need of assistance. The type of assistance needed may vary; however, the school system is committed to providing the most appropriate response to each individual. The actions set forth below will be considered routine procedures. School staff will immediately report any violation of the law, including illegal possession or distribution of drugs or alcohol, to the Principal.

In situations where extreme violations occur, the specific action may be waived by the administrator. Any action taken by waiver of these procedures will be explained in a written report to the Superintendent. All disciplinary measures taken in accordance with this policy will comply with due process requirements and, where appropriate, will be consistent with the rights of students with disabilities as reflected in the school's discipline policy.

Students in Possession of Drugs, Drug Paraphernalia, and/or Alcohol:

When students are found in possession of drugs, drug paraphernalia, and/or alcohol, the substance(s) will be confiscated. Procedures for handling such incidents will be identical to those used when a student is found to be under the influence of drugs and/or alcohol, except that the student will not be treated as an ill student and monitored until a parent arrives and picks them up from school.

Suspected Substance Abuse:

When a staff member has reason to believe that a student might be having a problem related to substance abuse, the staff member shall make a referral to the Substance Abuse Team.

Community Involvement:

The Administration will work with school staff and community members to implement a program to inform the school community about substance abuse issues in accord with State Board of Education rules.

Annual Report:

In a standard format provided by the Vermont Department of Education, the administration will submit an annual report to the Commissioner of Education describing substance abuse education programs and their effectiveness.

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Students Under the Influence of Alcohol and/or Drugs:

	K-8	9-12
First Offense	<ol style="list-style-type: none"> 1. Notification of parent/guardian and counselor. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student will be suspended for a minimum of three (3) days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal. 3. The appropriate law enforcement agency will be notified. 4. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 5. The Principal or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal or his/her designee. 6. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal or his/her designee may reduce the loss of school-sponsored activities. 	<ol style="list-style-type: none"> 1. Notification of parent/guardian and counselor. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student will be suspended for a minimum of three (3) days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal. 3. The appropriate law enforcement agency will be notified. 4. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 5. The Principal/Tech Director or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal/Tech Director or his/her designee. 6. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal/Tech Director or his/her designee may reduce the loss of school- sponsored activities.
Second Offense OR Sale or Distribution of	<ol style="list-style-type: none"> 1. Notification of parent/guardian and counselor. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student will be suspended for a minimum of five (5) days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal. 	<ol style="list-style-type: none"> 1. Notification of parent/guardian and counselor. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student will be suspended for a minimum of five days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal.

	K-8	9-12
Drugs/Alcohol (First Offense, K-8)	<ol style="list-style-type: none"> 3. A hearing will be held before the Superintendent and School Board. The parents/guardians shall be notified and be required to attend the hearing before the School Board. The student must attend the hearing as well. Such a hearing will be held within seven (7) days. The School Board shall determine if any additional discipline or other action is to be taken. The Board's decision shall be issued no later than three (3) days after the hearing. 4. The appropriate law enforcement agency will be notified. 5. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 6. The Principal or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal or his/her Designee. 7. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal or his/her designee may reduce the loss of school-sponsored activities. 	<ol style="list-style-type: none"> 3. The appropriate law enforcement agency will be notified. 4. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 5. The Principal/Tech Director or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal/Tech Director or his/her Designee. 6. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal/Tech Director or his/her designee may reduce the loss of school- sponsored activities.
Further Violations OR Sale or Distribution of Drugs/Alcohol (Second	<ol style="list-style-type: none"> 1. Notification of parent/guardian, counselor and Superintendent. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student may be suspended for up to ten (10) days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal. 3. A hearing will be held before the Superintendent and School 	<ol style="list-style-type: none"> 1. Notification of parent/guardian, counselor, and Superintendent. The student will be treated as an ill child and will be monitored until parents arrive and pick them up from school. 2. Student may be suspended for up to ten (10) days. The students will lose the privilege of attending all school-sponsored activities for a period of time determined by the principal. 3. A hearing will be held before the Superintendent and

	K-8	9-12
<p>Offense, K-8) OR Sale or Distribution of Drugs/Alcohol (First Offense, 9-12)</p>	<p>Board. The parents/guardians shall be notified and shall be required to attend the hearing before the School Board. The student must attend the hearing as well. Such a hearing will be held within seven (7) days. The School Board shall determine if any additional discipline or other actions is to be taken such as expulsion. The Board’s decision shall be issued no later than three (3) days after the hearing.</p> <ol style="list-style-type: none"> 4. The appropriate law enforcement agency will be notified. 5. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 6. The Principal or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal or his/her Designee. 7. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal or his/her designee may reduce the loss of school-sponsored activities. 	<p>School Board. The parents/guardians shall be notified and shall be required to attend the hearing before the School Board. The student must attend the hearing as well. Such a hearing will be held within seven (7) days. The School Board shall determine if any additional discipline or other actions is to be taken such as expulsion. The Board’s decision shall be issued no later than three (3) days after the hearing.</p> <ol style="list-style-type: none"> 4. The appropriate law enforcement agency will be notified. 5. The parent/guardian will be required to work with school officials to develop and implement a drug and/or alcohol education plan for the student which may include, but is not limited to, an assessment by a certified drug and alcohol counselor. 6. The student must participate in a minimum of three (3) follow-up counseling sessions with a certified substance abuse counselor after an evaluation is completed. 7. The Principal/Tech Director or his/her designee shall monitor the implementation of the drug and/or alcohol plan. Failure on the part of a the student to fully participate in the drug and/or alcohol education plan could result in additional days of in or out of school suspension and further loss of school sponsored activities as deemed appropriate by the Principal/Tech Director or his/her Designee. 8. Given the cooperation of the student and family in developing and implementing the intervention plan, the Principal/Tech Director or his/her designee may reduce the loss of school- sponsored activities. 9. All violations of the drug and alcohol policy will accumulate over a student’s high school career.