



Drug and Alcohol Use by Students

The Park West School Division recognizes that the use of alcohol and other drugs has become commonplace among youth in our society. It also recognizes that the abuse of alcohol and/or other drugs can adversely affect the individual's ability to function effectively in school and that this abuse can have a negative effect on their behaviour.

The Division believes that the use/abuse of alcohol and drugs can be minimized through the education, assistance and support of students in general and those so involved in particular. To this end, the Park West School Division will take steps to promote, enhance and maintain a drug-free school system and will work with community groups to achieve this aim.

The School Division also recognizes that, despite the school's efforts, some students may choose to use, possess or traffic alcohol and/or drugs. Further, it believes that the individual who chooses to do so must accept the responsibility for making this choice and the consequences for this behaviour.

Education and Prevention

Schools in the Park West School Division will offer drug and alcohol education programs as approved by the Department of Education and the school division. The purpose of such programs shall be to provide students with a better understanding of the harmful effects of substance abuse and information to assist them in making decisions regarding the use of these substances. Schools are encouraged to cooperate and work with community agencies in the planning and delivery of such programs. e.g.: a community Alcohol and Drug Abuse Committee, the AFM Counsellor, etc.

GUIDELINES FOR REFERRING STUDENTS

I. Use and/or Possession

A teacher or staff member, who has reason to suspect that a student possesses or is under the influence of drugs or alcohol, shall report the student to the school administration. For clarification of the term "possession" in interpreting this policy, "possession" means having alcohol and/or illegal drugs in one's conveyance or on one's person during school-sponsored time.

1. Should this occur at a school activity or event away from the home school, the student(s) shall be reported to the school administration as soon as possible after returning from the activity or event.
2. The school administrator shall speak with the student to determine the type and amount of substance involved, how and where it was obtained and whether the student has more in their possession.



- a) Any evidence found shall be labelled and dated in the presence of another staff member. Person finding exhibit must retain possession of exhibit until turned over to police.
- b) Should it be necessary to search the student's person, this shall be done by a police officer.
3. The school administrator shall notify the student's parent/guardian of the offence. If a parent is deemed to be a part of/source of student's problem, school authorities are authorized to refer the student to Child and Family Services.
4. For some students, the school division, school, or principal will need to approach discipline in a manner that considers the student's exceptional learning needs, including whether: the student was able to access information, the student could understand the policy, the discipline reactions used for the majority of students are appropriate for this student. For students under the age of 16 alternate programming must be arranged if they are suspended for more than five days. This may range from work at home, two alternate courses and a different location, or distance-learning, depending on the student's needs than the length of the suspension.

Disciplinary Action

First Offense

- a) The student may be suspended from school for five (5) school days and reported to the Superintendent/CEO. This is to be done by telephone immediately after speaking with the student.
- b) A letter is to be sent to the parents/guardian of the student within twenty-four (24) hours following the incident. A copy of the letter is to be forwarded to the Superintendent/CEO.
- c) The school administrator shall report the incident to the police if there is evidence of any illegal acts. For example, the quantity of the substance found may indicate selling or dealing, if an adult is involved in procuring for minors, etc.
- d) Following the suspension a student will be reinstated provided they agrees to receive counselling from one or more of:
 - the school counsellor,
 - the AFM counsellor,
 - an alcohol and drug counsellor of their choice.
- e) Should the student refuse to receive counselling, the administration may choose not to reinstate the student. This shall be referred to Superintendent/CEO for action.

Second Offense

- a) The student shall be suspended indefinitely and referred to Superintendent/CEO.
- b) The Superintendent/CEO shall be notified by telephone immediately following this action.



- c) The parents/guardian shall be notified by telephone and asked to come to the school and take the student home. A letter is to be sent to the parents with a copy to the Superintendent/CEO.
- d) The student may be reinstated the following school term provided that they have been receiving counselling or treatment during the expulsion period and is prepared to continue in the program unless the worker or counsellor deems this unnecessary.
- e) The student and parents or guardian shall be notified of this requirement.

II. Selling or Dealing

- 1. Any teacher or staff member, who observes or has reason to suspect that a student is selling or dealing drugs or alcohol, shall report the student to the school administration.
- 2. The school administrator shall report the incident to the police.
- 3. The student's parents/guardian are to be notified of the allegation/investigation.

Disciplinary Action

- a) The student may be suspended indefinitely with a recommendation for expulsion. The student may be requested to remain at home during any investigation.
- b) Reinstatement may be considered only when:
 - i) The legal sentence, if any, has been completed and/or served;
 - ii) The student has been out of school for a minimum of eight (8) school months;
 - iii) The student agrees to receive counselling on a regular basis as determined by the counsellor.
 - iv) Re-entry, if granted, shall occur only at the commencement of a school term or semester.