

STUDENT SUBSTANCE ABUSE

Background

HPSD is committed to providing welcoming, caring, respectful and safe learning environments. Student possession and/or use of alcohol, or the use of any substances in an abusive manner is harmful to individuals and the school community. In order to maintain a quality learning environment, students shall not consume, be under the influence of, in possession of, traffic in or distribute alcohol, restricted or illicit drugs at school or on school related activities.

It is recognized that schools in cooperation with families, community and law enforcement agencies, have a responsibility to:

- focus on prevention by educating students about alcohol and drug-related problems.
- work in cooperation with families and community agencies to support students.
- ensure that students, who possess, are under the influence of, or traffic in alcohol/drugs while under school supervision, receive fair and appropriate consequences.

Procedures

1. Principals will annually review this administrative procedure with students, parents and staff.
2. Principals shall ensure that school educational programs (for example: CALM, Health, Science) include components designed to increase student knowledge of facts relating to controlled substances including alcohol.
3. HPSP schools will cooperate with families, community and provincial agencies in the provision of counseling and rehabilitative programs for the students who use and abuse drugs. Other programs may be introduced to support educational programs such as, but not limited to D.A.R.E. program and programs developed by Alberta Health Services – Addiction and Mental Health (formerly AADAC).
4. Misuse of controlled substances is illegal and will not be permitted on school property or in conjunction with school-sanctioned activities including extra-curricular and off site events.
5. Principals shall suspend students from school for a period of up to five days if a student is found on the premises under the influence of alcohol, restricted and illicit drugs and/or is unfit for instruction. Parents/guardians will be notified (preferably by phone call which must be followed up by a letter), immediately of the suspension and the reasons for the suspension.
6. Appropriate supervision will be arranged for students who have consumed or are under the influence of alcohol or illicit drugs until a parent or guardian assumes safe custody.
7. Student will receive schoolwork to complete while on suspension.
8. Principals shall use the following consequences as minimums when making determinations regarding suspensions and recommendations for expulsion in accordance with Administrative Procedure 347 – Suspension and/or Expulsion of a Student:
 - 8.1. Distribution/selling drugs or alcohol
 - 8.1.1. Students found to be distributing/selling drugs or alcohol shall be suspended with a recommendation to the Pupil Personnel Committee for expulsion.
 - 8.1.2. In cases where it is deemed necessary to conduct a student locker or property search or an internal interrogation, which may lead to involvement of external authorities, Principals will do so in accordance with Administrative Procedure 345 - Student Interrogations and Searches.
 - 8.1.3. Substances will be confiscated and may be turned over to the police. (Confiscation should take place in the presence of a witness.)
 - 8.2. Student is in possession of and/or under the influence of alcohol, restricted or illicit drugs while at school or during a school function

8.2.1. Students determined to be in possession of drugs or alcohol shall be suspended according to the following:

8.2.1.1. First occurrence

8.2.1.1.1. Student is suspended from school for up to five (5) days.

8.2.1.1.2. Suspension letter indicates a date and time for parent and student to discuss development of a contract. Meeting date may occur during the time of the student's suspension or no later than 3 days following the reinstatement date.

8.2.1.1.3. Student is referred for school based support with an Administrator and/or Wellness Coach to participate in the development of a contract to address issues associated with substance use. The contract will contain, but is not limited to, the following (see Form 348):

8.2.1.1.3.1. Background of the incident

8.2.1.1.3.2. Steps to action (the student's commitment to actions)

8.2.1.1.3.3. List of individuals and responsibilities of each

8.2.1.1.3.4. Review dates

8.2.1.1.3.5. The contract is signed by the student and, if the student is under the age of 16, his/her parent or guardian.

8.2.1.1.3.6. Copy of the contract is provided to the student and guardian.

8.2.1.1.3.7. A copy of the contract is forwarded to the Superintendent.

8.2.1.1.3.8. Should the student refuse to participate in addressing his/her substance use through the development of a contract, the principal shall make recommendation for the student's expulsion.

8.2.1.2. Second occurrence

8.2.1.2.1. Student is suspended from school with recommendation to the Pupil Personnel Committee for expulsion.

8.3. Principal discretion

8.3.1. If, in the opinion of the Principal, there is sufficient reason to warrant a recommendation for expulsion, the Principal may make this recommendation even if it is the student's first occurrence involving alcohol or illicit drug use. Such instances may take into consideration the student's involvement with alcohol or illicit drugs during the previous school year or other instances of inappropriate conduct.

HPSD Forms

[*Administrative Form 348 - Student Contract - in Accordance with HPSP Administrative Procedure 348 \(Student Substance Abuse\)*](#)

References

Education Act Sections 36, 37

[*Administrative Procedure 340 - Student Code of Conduct*](#)

[*Administrative Procedure 345 - Student Interrogations and Searches*](#)

Cross References

[*Policy 8 – Committees of the Board*](#)

[*Administrative Procedure 209 - Welcoming, Caring, Respectful and Safe Learning Environments*](#)

[*Administrative Procedure 347 - Suspension and/or Expulsion of a Student*](#)