



MEDFORD PUBLIC SCHOOLS DRUG AND ALCOHOL POLICY

With specific Medford High School Regulations (in italics)

Goals

The Medford Public Schools wish to provide the optimum learning environment for our community of learners and, therefore, the Medford Public Schools promote a substance -free atmosphere. However, the Medford Public School System recognizes that certain individuals use/abuse drugs and alcohol. The use of these substances poses a potential danger to the individual using, as well as the entire student body and staff. This policy recognizes the importance of a three-prong approach to drug and alcohol use: prevention, enforcement, and rehabilitation.

The policy pertains to all *motor vehicles and all containers and compartments within vehicles* while under school jurisdiction; all *Medford Public School facilities, Medford Public School grounds (including within 1,000 feet of school boundaries)*, and all school-sponsored functions and events regardless of their location. State law mandates that anyone within 1,000 feet of a school building convicted of possessing drugs with intent to distribute or actually distributing receive a mandatory two-year jail sentence. School lockers, desks and all other school fixtures are considered school property. The school system reserves the right to conduct periodic inspection of all school property. *This policy applies to every day of the calendar year and every hour of the day and night.*

Definition of Drugs

The term *drug* includes all illegal drugs. It also includes over-the-counter medication, prescription medication, inhalants, or any substance that has not received medical clearance from the school health office for use by a specific student.

Policy

Students with legitimate medical needs must be identified and cleared in the health office. Any student needing to take medication must follow the Medford Public Schools Medication Policy. No student can transport medication to school as per policy. Any illegal use of drugs and/or the misuse of prescribed or over-the-counter medications as defined in the Medford Public Schools Medication Policy constitutes abuse.

No person shall possess, have under his/her control, sell, dispense, purchase, administer, transport, be in the presence of, possess with intent to sell, or conceal alcohol or any controlled drug or any substance represented to be a drug or alcohol. No person shall ingest, inject, inhale, or otherwise introduce into the human body nor be under the influence of any drug or alcohol. No person shall possess, have under his/her control, sell, dispense, purchase, transport, possess with: intent to sell, or conceal any drug paraphernalia or objects used for the containment or dispensing of alcohol.

Student athletes/cheerleaders and a parent/guardian of each must attend a mandatory chemical awareness session prior to the start of each season as a requirement of eligibility.

On an annual basis, all students will sign an acknowledgment of having read the drug and alcohol policy after they have done so. School property, including lockers, may be periodically checked for drugs/alcohol at the discretion of the administration when there is reasonable suspicion of a violation of school rules. Students will not be allowed access to their cars/vehicles during the school day unless accompanied by a school official *or dismissed appropriately by the student's Assistant Principal or Assistant Vocational Director.*

Prevention

The comprehensive health curriculum shall address the issues of drugs, alcohol, and tobacco throughout a student's academic experience. A variety of age-appropriate methods will be used, including, but not limited to, the established core curriculum, DARE, specific tobacco programs, and CASPAR (Alcohol/Drug Education). Tobacco education and tobacco cessation programs will be offered during the school year. The school will provide training and review of its drug/alcohol policies each year to all staff. Chemical awareness programs will be offered to all parents annually.

Local law enforcement, with approval of the principal or his/her designee, may periodically provide assistance in maintaining a drug/alcohol free environment. This may include both announced and unannounced visits by the canine drug detection unit, in accordance with procedures promulgated by the Middlesex District Attorney's Office.

Definition of Abuse

Students are not allowed to possess any drug or medication in school. Students who need inhalers, insulin, and epi-pens must be identified by the health office as having permission to carry their medication. Any illegal use of drugs and/or the misuse of prescribed or over-the-counter medications as defined in the Medford Public Schools Medication Policy constitutes abuse. Any use of alcohol, including medications containing alcohol, is forbidden and considered abuse.

Definition of Suspicion of Substance Use or Abuse

Suspicion of substance use or abuse is defined as: Recognition that a student's or individual's behavior or appearance is out of the ordinary, with or without evidence.

Policy Enforcement

All students are expected to meet the requirements for behavior as set forth in this handbook (*policy*).

Any student who poses an immediate threat to the safety of himself/herself or others will be suspended regardless of his/her regular/special education status. Additional provisions are made for individual students who have been found to need an Individual Education Plan. The Individual Education Plan of all students must state whether the student is able to meet the discipline code or if some modification is needed. A representative of the special education department will participate/advise in the disciplinary procedures for students with IEPs to interpret all modifications of the IBP and pertinent legal issues. Students without a modified discipline code shall be subject to the discipline outlined below.

Any staff member who suspects that a student is in violation of the school drug/alcohol policy is required to report the situation immediately to the appropriate administrator of that building (Assistant Principal, Assistant Director, Headmaster, Head Nurse or Director) for evaluation. The appropriate administrator is then responsible to notify the school resource officer or designee. Staff members must be assured of confidentiality in reporting.

It is recommended that one individual in each building be identified as the appropriate administrator. The appropriate administrator must report all incidents, regardless of severity or outcome, in writing to the head administrator. If the administrator determines probable ingestion of drugs or alcohol, the student must be escorted to the health office for medical evaluation. If the nurse determines the student must be medically evaluated, the student will be transported via ambulance to the nearest medical facility.

Where there are reasonable grounds to believe or where facts and circumstances give rise to reasonable suspicion that a person has violated or is violating either the law or the rules of the school as outlined in this policy and that a search will turn up evidence, a search conducted by school officials will be permissible if its scope is reasonably related to the objectives of the search. This Drug and Alcohol Policy in no way limits or restricts existing search policies.

The Medford Public Schools have a Memorandum of Agreement with the Medford Police. Any student found to be in violation of the policy must be reported to the school resource officer or police designee.

In the case of medical emergencies, the health office will notify the parent/guardian. The administrator in charge will handle all other communications between the school and parent/guardian.

Violation

Notwithstanding the possibility of exclusion, the following disciplinary policy is recommended. The principal reserves the right to increase the penalty *(for all violations of this policy)*, based on the circumstances of each case. *For all violations in the entire Drug and Alcohol Policy, the Assistant Principal (or Assistant Vocational Director), in consultation with witnesses, will complete incident reports and forward them to the Headmaster.*

- **First Offense**

The school administrator notifies the school resource officer or designee. A student in violation will be suspended for a *minimum of three days* and will be issued a citation and be subject to a fine of \$100 payable to the City of Medford. The student will be immediately removed from the school by parent/guardian or transported to the nearest medical facility if necessary. Social probation *{from the date of the suspension}* will be imposed for a *minimum of one calendar month* (e.g., from March 3 to April 3).*

Reentry must be accompanied by medical evidence that the student is drug/alcohol free. Certain drugs may require further and/or repeated drug screening. ** *(Medical evidence must be verified by the school nurse.)* The Director of Guidance will refer the student to an in-house counselor for continued follow-up and monitoring of the treatment plan. The parent/guardian must meet with school administration to discuss a specific plan for the student, including monitoring of behavior as well as treatment. *(If the student is not adhering to the treatment plan, the administration may reinstate the suspension and continue the social probation.)*

Second and third offenses not within one year of the first offense will be treated as a first offense unless there are other facts that apply.

- **Second Offense within One Year of First Violation**

The police resource officer *(or designee)* is notified. A student in violation will be suspended for a *minimum of six school days*, and will be issued a citation and be subject to a fine of \$100 payable to the City of Medford. The student will immediately be removed from the school by parent/guardian or transported to the nearest medical facility if necessary. Social probation *(from the date of the suspension)* will be imposed for a *minimum of two calendar months*. *

Reentry must be accompanied by medical evidence that the student is drug/alcohol free. ** *(Medical evidence must be verified by the school nurse.)* The parent/guardian must agree to enroll said student in an outpatient drug/alcohol treatment program. The student must agree to adhere to the treatment plan recommended by the program. The Director of Guidance will refer the student to an in-house counselor for continued follow-up and monitoring of the treatment program. Failure to meet the treatment program requirements may result in *an extension of social probation and suspension, and/or an exclusionary hearing.*

- **Third Offense within One Year of First Violation**

The police resource officer *(or designee)* is notified. A student in violation will be suspended indefinitely, minimum of ten days, until an exclusionary hearing takes place and will be issued a citation and be subject to a fine of \$100 payable to the City of Medford. The social probation period will be indefinite *(at the discretion of the Headmaster)*.

Distributing

If a student is found to be selling, distributing or in possession of a quantity sufficient to be charged with the intent to distribute drugs or alcohol, the Principal or designee will immediately notify the parent and the police for mandatory removal of the student. There will be Out of School Suspension and possible exclusion by the Principal. The police will take appropriate action under the law regarding the sale of drugs in proximity to school buildings. An incident report must be completed and forwarded to the head administrator.

Confiscated Drug/Alcohol Paraphernalia

All confiscated drugs/alcohol or paraphernalia must be immediately turned over to the police resource officer or his/her designee. A receipt should be obtained.

Rehabilitation

The Medford Public School System is committed to the academic achievement of all students. A student who is experiencing difficulty with drugs/alcohol will be supported through health services, counseling services, and administration. The school system will make every attempt to provide the parent/guardian with a referral for available community resources. The schools will annually review all policies and health curriculum to discourage students from engaging in risk-taking behaviors and encourage positive, healthy, life choices.

All students are encouraged to see their counselor, nurse, or police resource officer if they feel they are in need of assistance with alcohol or drugs. The school's support services will assist students to receive appropriate referrals.

The implementation of this policy will utilize all applicable due process, statutes, regulations, and guidelines.

***Social Probation** - Violation of the drug/alcohol policy is a serious infraction of the Code of Discipline in the Medford Public Schools. Students will lose the privilege of attending (*and participating in*) all school-sponsored events (*including but not limited to proms, performances, sporting events*) for the duration indicated. Seniors in violation of the drug/alcohol code will jeopardize participation in graduation exercises. (*These students will NOT be allowed to attend or participate in graduation exercises.*)

****Medical Evidence** - The parent/guardian is ultimately responsible for *all arrangements related* to the medical clearance of a student.

ALCOHOLIC BEVERAGES

Gift, Sale, Delivery or Possession on Public School Premises

Whoever gives, sells, delivers or has in his/her possession any alcoholic beverage, except for medical purposes, in any school building, or any premises used for public school purposes, and, under the charge of the School Committee or other public board or officer, shall be punished by imprisonment for not more than thirty days, or by a fine on not more than one hundred dollars, or both. The same procedures as in drug abuse cases will hold for alcoholic beverages.

NO-SMOKING POLICY

The Educational Reform Act of 1993 shall prohibit the use of any tobacco products within the school building, the school facilities, or on the school grounds or on school buses by any individual including students, faculty, staff, and visitors at any time of the day or night. This includes all extra-curricular activities, i.e., athletic games, school dances, etc., on school property or at another location. In addition, smoking is not allowed at any time within one thousand feet of school property.

The administration, department heads, teachers, and all supervisory personnel are responsible for enforcing this law.

City of Medford Tobacco Ordinance

The City of Medford, County of Middlesex, Massachusetts, hereby makes the following ordinance in the interest of and for the preservation of public health:

"A regulation affecting smoking and the sale, vending and distribution of tobacco and tobacco products in the City of Medford:

Sec. 1. Purpose The City Council declares that the purpose of this ordinance is provide for local enforcement of existing state laws regarding sales to minors and smoking on school property.

Sec. 2. Definitions The following words and phrases, whenever used in this article, shall be construed as defined in this section: "Establishment" means any sole proprietorship, partnership, joint venture, corporation, or any other business entity formed for profit-making purposes, including retail establishments where goods are sold. "Municipal Buildings" means any and all buildings owned or occupied by any department or agency of the City of Medford. "Smoking" means inhaling, exhaling, chewing, burning, or carrying any lighted cigar, cigarette, weed or other plant in any manner or in any form. "Tobacco" means cigarettes, chewing or spitting tobacco, snuff, or tobacco in any of its forms.

Sec. 3. Prohibition of Smoking in Schools and Municipal Buildings

Smoking by any individual, including school personnel, shall be prohibited in all schools, as defined above, within the City of Medford. This prohibition shall be effective 24 hours a day, 7 days a week and shall include private offices, private areas, school grounds, school buses, and all school events such as banquets, award dinners, dances, and athletic events.

Students who are in possession of tobacco products or paraphernalia or are in an area where active cigarette smoke is evident will be suspended for one day and will be placed on social probation for one month. E-cigarettes and/or vaping devices also fall under this restriction and may require additional investigations.

Employees-

Please note, Medford Public Schools holds all employees to the same high standards as it does its' student population. In the above document anywhere that "student" is mentioned can be replaced with "employee."

I acknowledge the Medford Public Schools' Drug and Alcohol Policy, and will abide by the expectations, rules, and regulations stated herein.

Employee Signature

Date

It is the policy of Medford Public Schools to ensure equal opportunity without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity, age, disability, marital status, citizenship, national origin, genetics, or any other characteristic protected by law. Medford Public Schools prohibits any such discrimination or harassment.