

GREENE COUNTY SCHOOLS Student Alcohol and Drug Testing

Upon receiving reasonable information, the principal (or assistant) shall take the following steps:

1. Call the student into the principal's office or another private place;
2. Summon an appropriate witness to the proceeding and to assist in furtherance of the proceeding;
3. Inform the student of the substance of the information available to him/her which is the basis for the determination that a test is necessary;
4. Inform the student of the procedures which shall be followed in administering the test;
5. Give the student ~~and parent~~ an opportunity to decline the test and inform the student and parent that if the test is not taken the penalty shall be suspension from school and remanded to A/BIC for a minimum of 45 days;
6. Notify parents/guardian and Director of Schools of impending test;
7. The appropriate witness shall take the student to a designated place in the school and collect a specimen from the student. The specimen shall be taken in a manner which will protect the privacy rights of the students and which will assure that the integrity of the specimen itself is not compromised
8. The student will be suspended while the system waits for the test results.

Upon receiving a written, certified copy of the analysis from the laboratory, the principal shall do one of the following:

1. If the results of the analysis are negative, all evidence of the individual test, including all records in the school that the test was ordered and the reasons therefore, shall be destroyed.
2. If the results of the analysis are positive, the student and the parents or guardian shall be given the written notice of the result. In addition, they shall receive referral information which shall include counseling, in-patient, outpatient, and community-based drug and alcohol treatment programs.

In the case of positive results of the analysis, the principal shall follow discipline procedures as outlined in policy 6.313.