

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

Substance Abuse Involvement Response Procedures

Situation	Immediate Action	Rehabilitation/Discipline
<p>1) A student may voluntarily approach someone on the SAP Team to seek help for a drug or alcohol related problem for him/herself or a peer prior to any disciplinary action.</p>	<p>A SAP Team member will discuss the situation with the student.</p>	<p>The student will be offered the resources of the SAP Team. He/She will be informed of all resources available via an intervention conference. If necessary, an assessment with an approved Chemical Addictions Counselor (CAC) will be scheduled.</p>
<p>2) A student is caught smoking or being an accessory to one who is smoking</p>	<p>Administrator is informed. The administrator confiscates the cigarettes/paraphernalia and contacts parents. Administrator contacts police and file charges regarding student caught smoking.</p> <p>The student is referred to the SAP Team.</p> <p>Referring staff writes an anecdotal report of the incident.</p>	<p>First Offense: 1 day out-of-school suspension. The student will be offered the choice between the three after school detentions or participation in a 3 day Tobacco Education Program provided by the school nurse. Second Offense: 3 days out-of-school suspension and parent conference. Third Offense: 5 days out-of-school suspension and possible Board of Review for exclusion from school. Fourth Offense: 10 days out-of-school suspension and Board of Review for exclusion from school.</p>
<p>3) The possible abuse of drugs, alcohol, or mood altering substances by a student is indicted, but there is no evidence of violations of laws or school regulations.</p>	<p>The student is referred to the SAP Team. Parents may be contacted as deemed appropriate by the SAP Team.</p>	<p>An intervention conference will be held if the SAP Team feels it is indicated by the data. If there is additional evidence of violations, see appropriate situational category.</p>
<p>4) The student is exhibiting behaviors which indicate that he/she may be under the influence of a mood altering substance, or has a drug, mood altering substance, or alcohol medical emergency.</p>	<p>Standard health and first aid procedures will be followed. The nurse will be summoned immediately and she will follow the recommended protocol. If necessary, the student will be transported to a medical facility at parental expense.</p> <p>Referral to the SAP Team if warranted. An administrator will investigate the incident. This may include a search of the student, his/her locker, car, and other possessions.</p> <p>If there is additional evidence of violations, see appropriate category.</p>	<p>An intervention conference will be held with the student and a SAP Team member.</p>

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<p>5) A student possesses drug related paraphernalia.</p>	<p>Administrator is summoned. The administrator confiscates the paraphernalia, conducts a search of student's desk, locker, car, and possessions as appropriate, notifies parents and police.</p> <p>Staff writes an anecdotal report of the incident. Referral to the SAP Team.</p>	<p>An intervention conference will be held with student and a member of the SAP Team. Assessment by an approved Chemical Addictions Counselor (CAC) with the Recommendations. Up to 10 days out-of-school suspension, If there is evidence of further violations, see the appropriate category.</p>
<p>6) A student is found to be in possession, use, under the influence of, or involved in the sale or distribution of drugs, inhalants, mood altering substances, alcohol, or look-a-likes when attending school sponsored function.</p>	<p>If the incident occurs during the school day the administrator is summoned. The administrator arranges a conference with the parents and police, and searches the student's locker, car, desk, and other possessions as appropriate. Administrator refers the student to the SAP Team.</p> <p>Referring staff member writes an anecdotal report of the incident.</p> <p>The nurse is summoned and follows the protocol if student is considered to be under the influence.</p> <p>If at a school-sponsored function outside of the school day, the chaperone contacts the group advisor or administrator. The group's advisor or administrator contacts the parent and sends the student home immediately at parental expense or stays with the student until the parent arrives to remove the student. The administrator and staff member will then follow the outlined course of action as if the incident occurred during the school day.</p>	<p>The SAP Team investigates the situation and arranges for an assessment by a Certified Addictions Counselor (CAC). The student is excluded for 10 days out-of-school, and referred to the Board of Review for an expulsion hearing. Administration will request that conditions for return to school include compliance with the recommendations made by the Certified Addictions Counselor (CDC).</p>