

# Hampshire High School

## Drug Testing Form



157 Trojan Way, Romney, WV 26757

DiAnna Liller, Principal  
304-822-5016, ext. 1000

Student Name: \_\_\_\_\_

Completed form due September 15, 2017

Revised June 2017

DRAFT Policy EXHIBIT B

## Hampshire COUNTY SCHOOLS

### Confidentiality Statement for Random Urine Drug Testing Program

I, \_\_\_\_\_, acknowledge that I will be privileged to hear and see sensitive information related to results of random urine drug testing performed on students of Hampshire County Schools. I pledge to keep any information given to me in strict confidence, and will only release this information to others as dictated by Board policy or with properly obtained permission of the student and parent/guardian/custodian.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Consent to Perform Urinalysis for Drug Testing

We hereby consent to allow the student named on the front of this form to undergo urinalysis testing for the presence of illicit drugs or banned substances in accordance with the **Policy and Procedure for Random Urine Drug Testing of Hampshire County Schools Students** as approved by the Hampshire County Schools Board of Education.

We understand that the collection process will be overseen by a qualified vendor.

We understand that any urine samples will be sent only to a certified medical laboratory for actual testing, and that the samples will be coded to provide confidentiality.

We hereby give our consent to the medical vendor selected by the Hampshire County School Board, their laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform urinalysis testing for the detection of illicit drugs or banned substances.

We further give permission to the medical vendor selected by the Hampshire County School Board, its doctors, employees, or agents, to release all results of these tests to the Medical Review Officer (MRO) working for the medical vendor. We understand these results will be forwarded to the Building Principal and will also be made available to us.

We understand that consent pursuant to this **Informed Consent Agreement** will be effective for all activities in which this student might participate during the current school year.

We hereby release the Hampshire County School Board of Education, SPORT SAFE Testing Service, Inc. and its employees from any legal responsibility or liability for the release of such information and records.

## READ CODE OF CONDUCT AND EXPECTATIONS ON LAST PAGE AND SIGN!

### Policy 5530.01 – Student Drug Testing

#### IMPLEMENTATION GUIDELINES

- H. **Obtaining Samples.** The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen shall be collected in a restroom or other facility behind a closed stall/door. The drug testing service shall provide an employee to collect the samples subject to drug testing. This individual will also monitor the collection of samples. If deemed necessary, the representative of the drug testing service may request that the school administrator provide personnel to assist with monitoring as samples are collected. The monitor shall not observe the student while the specimen is being produced, but the monitor shall be present outside the stall/restroom to listen for normal sounds of urination in order to guard against tampered specimens and to ensure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen.

Any eligible student selected randomly for urine drug testing who is not in school on the day of testing will be tested at the next available testing time.

#### CONSEQUENCES

- A. **Restrictions on Activity Students.** Any Activity Student who tests positive in a drug test under this policy shall be subject to the following restrictions, which shall be cumulative throughout each programmatic level:
1. **First Offense.** After the parent/guardian has been notified of a positive result by the Medical Review Officer, a meeting shall then be set up with the student, parent/guardian and principal concerning the positive drug test. In order to continue participation in the activity the student and parent/guardian must, within five (5) school days of the joint meeting, show written proof that the student has received drug counseling from a qualified drug treatment program or counseling entity. Additionally, the student must voluntarily submit to a second drug test to be administered within two (2) weeks in accordance with the testing provisions of this policy. The parent/guardian shall be responsible for the cost of this drug test.

If parent/guardian and student agree to these provisions, the student may continue to participate in the activity. Should the parent/student not agree to these provisions, the consequences listed in this policy for the second offense for activity students shall be imposed.

2. **Second Offense.** Suspension from participation in all activities covered under this policy for (30) calendar days and successful completion of four (4) hours of substance abuse education/counseling. The student must show documentation of (2) negative urine screenings. The cost of the additional screenings are at the expense of the parent/guardian. These test dates may not be closer than one week apart. The student shall not participate in any meetings, practices, scrimmages or competitions during this period. The student shall be tested randomly at least three (3) times throughout the calendar year for the remainder of the school year. The time and date will be unknown to the student and determined by the principal or designee. The student must show (2) negative urine test
  - a. These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test.
  - b. Should the parent/student not agree to these provisions, the consequences listed in this policy for the third offense for activity students shall be imposed.
  - c. Provided, however, a student who on his/her own volition informs (self-refers) the athletic director, principal or coach/sponsor of usage before being notified to submit to a drug test will be allowed to remain active in all activities covered under this policy. Such student shall, however, be considered to have committed his/her first offense under the policy and shall be required to re-test as would a student who has tested positive.
  - d. Additionally, the student will not be eligible for any interscholastic activity honors or awards given by the school and/or county.
3. **Third Offense.** Complete suspension from participation in all extra-curricular activities including all meetings, practices, performances and competition for one (1) calendar year.

- B. **Restrictions on Driving Students.** Any Driving Student who tests positive in a drug test under this policy shall be subject to the following restrictions, which shall be cumulative throughout each programmatic level:
1. **First Offense.** After the parent/guardian has been notified of a positive test result by the Medical Review Officer, a meeting shall then be set up with the student, parent/guardian and principal concerning the positive drug test. Driving privileges shall be immediately suspended until the parent or guardian submits proof that the student has received drug counseling from a qualified drug treatment program or counseling entity. Additionally, the student must voluntarily submit to a second drug test to be administered within two (2) weeks in accordance with the testing provisions in this policy. The parent/guardian shall be responsible for the costs of this drug test.
    - a. If the parent/guardian and student agree to these provisions, the student may resume driving to school upon proof of participation in drug counseling as specified.
    - b. Should the parent/student not agree to these provisions, the consequences listed in this policy for the second offense for driving students shall be imposed.
  2. **Second Offense.** All privileges to drive and/or park at school shall be revoked for a minimum of ninety (90) days or more, shall require the student to submit to another drug test performed under the procedures stated in this policy with a negative result at the student's expense.
  3. **Third Offense.** All privileges to drive and/or park at school shall be revoked for one (1) calendar year.
- C. **Restrictions for Opt-In Participants:** The parent/guardian and student shall be contacted immediately and a private conference shall be scheduled to present the positive test results.
- D. A violation of this policy is NOT a violation of the Student Code of Conduct Policy. Any Participating Student who tests positive in a drug test under this policy shall, as a result thereof, be subject to the restrictions described under this section labeled CONSEQUENCES only; notwithstanding any provision of the Student Code of Conduct Policy. When school District employees charged with the administration of this drug testing policy are made aware of drug use by an Activity Student, Driving Student, or Opt-In Student, solely as a result of drug testing under this policy, that Activity Student, Driving Student, or Opt-In Participant shall NOT be disciplined under the Student Code of Conduct Policy or of their drug use so discovered.

## **REFUSAL TO SUBMIT TO DRUG USE TEST/FAILURE TO PRODUCE URINE SAMPLE Ineligibility to Participate or Drive and Park at School.**

A participating student who refuses to submit to a drug test authorized under this policy shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances, and competitions for (1) calendar year or drive and park on school property for the remainder of the school year. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school and/or county. Independent testing will not be accepted as the initial urine sample.

## **IMPORTANT NOTE ON CONSEQUENCES**

Notwithstanding, any student who violates the Student Code of Conduct Policy and West Virginia law by the illegal use of medications or drugs of any kind while on school grounds; or is under the influence of medications or illegal drugs on school grounds; the student is subject to disciplinary action as outlined in the Student Code of Conduct Policy, up to and including expulsion.

## **ADVISORY COUNCIL**

In order to monitor policy effectiveness, the Superintendent shall appoint an advisory council to review the local data and make recommendations to the Board of Education regarding policy effectiveness. This advisory council shall include but not be limited to a school counselor from the high school, a school nurse and a community agency representative involved professionally with drug use prevention and treatment **POSTSCRIPT**

The Hampshire County Board of Education and all of its employees are committed to cooperating with parents/guardians in an effort to help students avoid illegal drug use. The Hampshire County Board of Education believes accountability is a powerful tool to help some students avoid using drugs and that early detection and intervention can save lives.

**HAMPSHIRE COUNTY SCHOOLS CODE OF CONDUCT AND EXPECTATIONS  
INFORMED CONSENT AGREEMENT**

***Student Name*** \_\_\_\_\_ ***Grade*** \_\_\_\_\_  
(Please Print)

**AS A STUDENT:**

- I understand and agree that participation in athletic or extracurricular activities and parking on school grounds is a privilege that may be withdrawn for violations of the **Code of Conduct and Expectations**, hereinafter **Code of Conduct**.
- I have read the **Code of Conduct** and thoroughly understand the consequences that I will face if I do not honor my commitment to the **Code of Conduct**.
- I understand and realize that there is risk of injury in participating in activities.
- I understand that when I participate in any athletic program, extracurricular activity, and/ or receive a parking permit, I will be subjected to initial and random urine drug testing, and if I refuse, I will not be allowed to practice, participate or park. I have read the consent on the reverse of this form and agree to its terms.
- I understand this is binding while a student within the Hampshire County Schools.

---

***Student Signature*** \_\_\_\_\_ ***Date*** \_\_\_\_\_

**Please list all activities you plan to participate in:** \_\_\_\_\_

---

**AS A PARENT/GUARDIAN/CUSTODIAN:**

- I have read the **Code of Conduct** and understand the responsibilities of my son/daughter/ward as a participant in athletic, extracurricular activities and/or parking privileges in the Hampshire County Schools.
- I understand and realize that there is an assumed risk of injury involved for my son/daughter/ward as a participant in activities.
- I understand that my son/daughter/ward, when participating in athletics, extracurricular activities and/or receiving a parking permit, may be subjected to initial and random urine drug testing, and if they refuse, will not be allowed to practice, participate, or park. I have read the consent on the reverse of this form and agree to its terms.
- I also understand that if my son/daughter/ward has completed their season and does not intend on participating in other activities and/or parking for the remainder of the year, I may remove them from the random program with a signed consent to Designated Official. Failure to do so is my consent to offer the deterrence of random drug testing for my son/daughter/ward until the end of the testing year.
- I understand this is binding while my son/daughter/ward is a student within the Hampshire County Schools.

---

***Parent/Guardian/Custodian Signature*** \_\_\_\_\_ ***Date*** \_\_\_\_\_

---

***Parent/Guardian/Custodian Name (print)*** \_\_\_\_\_ ***Home Phone*** \_\_\_\_\_ ***Work Phone*** \_\_\_\_\_