

**ADMIN PROCEDURES MANUAL** 

## **Administrative Procedure 356**

## STUDENT SUBSTANCE ABUSE

## **Background**

The District prohibits the use of alcohol or drugs by students while on school property or at school-sponsored events. The District supports a proactive and comprehensive approach to substance abuse, which emphasizes these four areas of activity:

- Youth Prevention and Engagement
- Parent Engagement
- Curriculum Development and Implementation
- Restitution

When supporting students who may be engaging in substance use, District Staff will act in accordance with the Privacy Act and the Human Rights Code of British Columbia. District Staff, School Administration and School and Community Coaches will not request that any student undergo drug testing.

## **Procedures**

- 1. The District has five objectives for this Administrative Procedure:
  - 1.1 To promote healthy lifestyles which includes problem solving, drug education, and prevention through the Physical and Health Education and Career Education curriculums approved by the Ministry of Education.
  - 1.2 Align training and practices for the Prevention and Health Promotion Program Professional, counsellors and Child Care Youth workers at the middle schools, alternate schools and high school to provide support for classroom teachers and students. An emphasis is on making connections with youth through open dialogue and strong trusting relationships.
  - 1.3 To establish and maintain an early intervention program providing accessible assessment, counselling, and referral services to community or provincial programs
  - 1.4 To provide targeted and individual interventions that may involve an inter-agency care team approach to ensure students and their parents are connected to community support services and school-based case managers as needed and appropriate.
  - 1.5 To establish a restitution procedure which may involve the student, parent(s)/guardian(s), teachers, counsellors, and administrators.

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- 2. The Principal is responsible for the implementation of the following procedures:
  - 2.1 Support school staff in working with parents and caregivers to assist them in fostering and maintaining connections to their child's school. Provide education and support that focuses on ways to develop strong relationships with youth.
  - 2.2 Partner with community groups (Fraser Health, Fraserside Community Services: Perspectives Youth Program, Child and Youth Mental Health) to support current school programs or implement new programs at the school level which will engage at risk students and connect them to something or someone.
  - 2.3 Ensure relevant curriculum and resources are made accessible to school staff to promote healthy lifestyles which includes problem solving, drug education, and prevention.
  - 2.4 Ensure a student who has been found to be intoxicated or under the influence of drugs while on school property or at a school-sponsored event is detained and the parents/guardians are called to retrieve their child.
    - 2.4.1 Confiscate any alcohol or drugs present and then notify the School Liaison Officer for disposal of the confiscated items.
    - 2.4.2 Inform the student that their behaviour is an infraction of the school code of conduct and that the infraction may result in suspension.
    - 2.4.3 Make a referral to the Prevention and Health Promotion Program Professional, counsellor and explore restitution for further interventions and support.
- 3. The Safe Schools Coordinator or designate is responsible for:
  - 3.1 Creating and keeping up-to-date an inventory of all prevention and intervention resources available to engage students and parents in addressing substance use issues within the district, including:
    - 3.1.1 School staff whose job descriptions specifically include addressing substance use.
    - 3.1.2 Community resources that can be brought to bear on substance use issues.
    - 3.1.2 A knowledge base of empirically-supported interventions and approaches.
  - 3.2 Determine, develop and deliver training and capacity-building opportunities for school staff and community resources aimed at creating a response to substance use among students and parents that is:
    - consistently messaged and implemented,
    - coordinated,
    - sustained,
    - evaluated,
    - · reported on, and
    - continually refined.



3.3 Support the development and implementation of a drug curriculum program for each of the three levels: elementary, middle, and secondary. Effective drug education is best positioned within a broad health and personal development curriculum that includes mental health issues such as stress management. Effective programs focus on both knowledge and skills for problem predicting and problem solving and assist students in relating their learning to real-life situations.

Reference: Sections 6, 7, 8, 17, 20, 22, 26, 65, 79, 85 School Act

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