



BURNABY
SCHOOL DISTRICT 41

POLICY STATEMENT

POLICY NUMBER:

5.31.00

*developed by the Board of School Trustees of School District 41 – Burnaby
in accordance with established procedures for policy development.*

POLICY TITLE: SUBSTANCE ABUSE

Date Adopted: 2001-11-13 CROSS REFERENCE(S)

Date(s) Revised: Statutory :

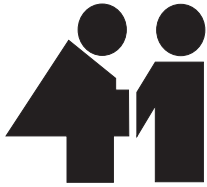
Other:

PREAMBLE

While this policy deals with substance abuse intervention, the Burnaby School Board remains committed to creating safe and healthy learning environments. The Board supports efforts designed to prevent and intervene in substance abuse among students. These efforts include the development and delivery of educational resources, the promotion of prevention programs, and the implementation of school and community-based efforts aimed at supporting students known to have abused alcohol or illicit substances.

POLICY

THE USE OR POSSESSION OF ALCOHOL OR OTHER ILLICIT SUBSTANCES ON SCHOOL PROPERTY IS CONSIDERED A VIOLATION OF THE BURNABY SCHOOL DISTRICT CODE OF CONDUCT AND THEREFORE SUBJECT TO DISCIPLINARY ACTION AND, IF NECESSARY, THE INVOLVEMENT OF POLICE.



ADMINISTRATIVE REGULATIONS & PROCEDURES

REFERENCE POLICY NUMBER:

5.31.01

BURNABY
SCHOOL DISTRICT 41

established and revised by the Superintendent of Schools in Burnaby to ensure district implementation of Burnaby School Board policies and directives.

REFERENCE POLICY TITLE: **SUBSTANCE ABUSE**

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DEFINITIONS

For the purposes of this document, the word substance refers to:

- a) alcohol, including beer, wine, cider or spirits, and/or
- b) drugs which are prohibited under the Controlled Drugs & Substances Act, or anything which contains such a substance, unless the person possessing or consuming the restricted substance is authorized to possess the substance.

REGULATIONS

Duties of Staff

- 1) When, in the course of his / her duties, any school district staff member has reason to believe that any Burnaby student;
 - a) is in direct or indirect possession of;
 - b) is placing himself / herself or others at risk by being under the influence of;
 - c) is placing himself / herself or others at risk by habitually abusing;

any substance as defined above, it is the duty of that staff member to refer the matter to the appropriate school administrator and/or counsellor.

- 2) When any staff member feels a student's substance use or other risk factors may put the student at extreme risk for harm, it is his / her duty to report the concern to the Ministry for Children & Families - Children Protection Branch.

Duties of School Administrators

- 1) When a school administrator has reason to believe that a student, while attending school or involved in an official school function, has placed himself / herself or others at risk by possessing, being under the influence of or habitually abusing a substance as defined above, it is the duty of the administrator to:
 - a) ensure the personal safety of the student and others;
 - b) determine an appropriate course of action;
- 2) When any school administrator feels a student's substance use or other risk factors may put the student at extreme risk of harm, it is his / her duty to report the concern to the Ministry for Children & Families - Children Protection Branch.

Procedures for Staff

- 1) When any staff member has reason to believe a student is in direct or indirect possession or under the influence of a substance as defined above while attending school or involved in an official school function, the staff member shall:
 - a) observe the student, if possible;
 - b) only confront the student directly if comfortable with the circumstances;
 - c) immediately inform a school administrator of the reasons for his/her concern; and
 - d) if off school property, immediately contact a school administrator and seek direction.
- 2) When any staff member has reason to believe a student is placing himself / herself or others at risk by habitually abusing a substance as defined above, the staff member shall report the concern to a school administrator or the student's school counsellor.
- 3) Upon receiving a report that a student is placing himself / herself or others at risk by habitually abusing a substance as defined above, the school counsellor shall collaborate with a school administrator in the development of an intervention and support plan which, taking into account the age and individual circumstance of the student, may include one or more of the following:
 - a) an interview of the student to determine the level of abuse;
 - b) referral to the Youth & Child Care Worker and Youth Services Worker for further assessment and / or ongoing support;
 - c) referral to community resource agencies for further assessment and support.
 - d) recommendation of possible community support services to the parents/guardians of the student.

Procedures for School Administrators

- 1) When a school administrator has reason to believe a student is in direct or indirect possession of a substance as defined above while attending school or involved in an official school function, the administrator shall:
 - a) interview the student to determine the validity of the information;
 - b) ask the student to produce any illegal or prohibited substances in his / her possession or in his / her locker;
 - c) notify the student's parents;
 - d) when necessary and in the presence of another staff member, conduct a search of the student's person and property for illegal or prohibited substances. The school administrator shall use the most reasonable, least intrusive method possible in searching the student and any property in the student's possession;
 - e) when necessary, notify the police and seek their assistance.

- 2) If the student refuses to cooperate in accordance with #1 above, the administrator may suspend the student for willful non-compliance and refer the matter to the appropriate district process as the student's actions warrant.
- 3) If the school administrator determines that a student is in possession of any illegal drug as defined above, the administrator:
 - a) shall notify the police;
 - b) may suspend the student;
 - c) may refer the matter to the appropriate district process.
- 4) If the school administrator has reason to believe the student is under the influence of a substance as defined above, the administrator:
 - a) shall make every effort to ensure the health and safety of the student and others;
 - b) shall contact the parents of the student;
 - c) may suspend the student;
 - d) may refer the matter to the appropriate district process.
- 5) Having completed the above procedures or upon receiving a report that a student is placing himself / herself or others at risk by habitually abusing a substance as defined above, the administrator shall collaborate with the school counsellor in the development of an intervention and support plan which, taking into account the age and individual circumstance of the student, may include one or more of the following:
 - a) an interview of the student to determine the level of abuse;
 - b) referral to the Youth & Child Care Worker and Youth Services Worker for further assessment and / or ongoing support;
 - c) referral to community resource agencies for further assessment and support.
 - d) recommendation of possible community support services to the parents/guardians of the student.