

Canton School District Extracurricular Drug Testing Policy

2010-2011



Activity Code for Canton School District

Philosophy

Extracurricular participation at Canton USD #66 serves as an integral part of the student's educational experience. Experience through extracurricular activities contributes to the knowledge, skills and emotional patterns, which the student possesses. It is our belief that by participating in extracurricular activities, students are provided the potential for becoming better persons and citizens. Participation in extracurricular activities is a **privilege** which carries with it responsibilities to the school, team, student body, community, and to the students themselves. While an active participant in activities at Canton USD #66, students are motivated to excel within the principles of good sportsmanship and fair play. All student athletes must conform to all IHSA/IESA eligibility standards. In addition, one parent or guardian must attend the pre-season orientation meeting for the sport or activity the student participates in – one per school year is required. The student may not participate in their sport or activity until the code is signed and returned to the school.

Application

This Activity Code shall apply to all school sponsored activities outside the regular school day, conducted and representing Canton USD #66 where participation is voluntary, no academic credits or grades are awarded and may or may not be competitive in nature. These activities are, but not limited to: all Canton USD #66 athletic teams, cheerleaders, pom pon, Intramurals, Drama Club, Scholastic Bowl, National Honor Society, Class Officers, Snow Ball, Chorale, Chess Club, Art Club, Key Club, Spanish Club, French Club, German Club, Chess Club, Craft Club, Computer Club, Student Council, Yearbook Staff, Prom Committee, and Student Council.

Student Extracurricular Activities Random Drug Testing

While the Board encourages students to participate in interscholastic activities, it believes such participation is a privilege offered to eligible students on an equal opportunity basis, and not an absolute right. Through participation in interscholastic activities defined in this policy, students misusing legal or using illegal drugs or alcohol, pose a threat to their own health and safety, as well as to those who compete with them. Therefore, to be eligible to try out for, or to participate in these activities, each student and his or her parent(s)/guardian(s), must give consent to random drug and alcohol testing in order for the student to participate in any extracurricular activity. Failure to sign a "Random Drug and Alcohol Testing Consent" form will render the student ineligible to participate in any extracurricular activity.

The purpose of this policy is threefold:

- (1) to provide for the health and safety of students engaged in interscholastic activities
- (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs and alcohol; and
- (3) to encourage students who use drugs and alcohol to participate in treatment programs.

This policy is non-punitive. It is designed to create a safe, drug and alcohol free environment, and to recommend professional help when needed. It is not intended to punish a student other

than possibly barring such student from participation in interscholastic activities. Accordingly, the results of any drug or alcohol test administered under this policy shall be used only for determination of eligibility to participate in extracurricular activities and for no other purpose, other than when there has been a violation of the Illinois School Code.

The assigned administrator shall submit a report to the administration twice annually regarding the status of the testing program. These reports will be shared with the Board of Education.

Each student and his or her parent(s)/guardian(s) must consent to random drug and alcohol testing in order to participate in any extracurricular activity. Failure to sign a "Random Drug and Alcohol Testing Consent" form will render the student ineligible to participate in any extracurricular activity.

Students testing may be administered randomly during or after school, during practices, during off season workouts, or during extracurricular events.

If a test is "positive," the student will not participate in extracurricular activities until after a "follow-up" test is requested, and the results are reported by the lab as "negative" and the appropriate Athletic/Activity suspension has been served by the student. The assigned administrator or designee will request a follow-up test after such an interval of time that the substance previously found would normally be eliminated from the body. If this "follow-up test is negative, the student will be allowed to resume extracurricular activities, provided they have completed their appropriate activity suspension.

The assigned administrator or designee shall develop procedures to implement this policy. No student shall be expelled or suspended from school as a result of any verified positive test conducted pursuant to random testing this program other than when independent reasonable suspicion of drug and/or alcohol usage or abuse exists. This program does not affect the policies, practices, or rights of the District to search or test any student who, at the time, exhibits causes for reasonable suspicion of drug and/or alcohol possession or use.

Extracurricular Drug, Alcohol & Tobacco Testing Program

Testing Procedures

1. The Compliance Officer, utilizing a randomizing computer program, shall select extracurricular participants for drug, alcohol and/or tobacco testing. Testing may occur on any day, Monday through Saturday. Names will be randomly selected from a pool of all extracurricular participants. Each student participant may be tested at any time during the calendar year. The district specifically reserves the right to test any extracurricular participant at any time where reasonable suspicion of drug, alcohol or tobacco use is found to exist.
2. No student will be given advance notice or early warning of the testing.
3. If the randomly selected student is present at school, then leaves school, and the absence is unexcused, the student will be ineligible for participation in their extracurricular activities until the next testing date. They will automatically be tested on that date. If the absence is excused within 24 hours, the extracurricular participant will remain eligible for practice and competition but will be automatically tested on the next date.
4. Drug, alcohol and/or tobacco testing will be performed in the presence of two staff members by breath alcohol testing, urinalysis and/or saliva swab and or hair analysis

testing. Upon being selected for breath alcohol testing, a student must provide an adequate amount of breath so that the measuring device can measure any alcohol concentration in the breath. Upon being selected for a urinalysis test, the student shall provide a sample of “fresh” urine according to the quality control standards and policy of the laboratory conducting the urinalysis. Upon being selected for the saliva swab test, the student must swab the inside of his or her mouth in the presence of two staff members.

5. Two staff members will accompany the student to a private restroom, where he or she will produce an adequate urine specimen. If unable to produce a specimen, the student will be given up to 40 ounces of fluid. If unable to produce a specimen within 3 hours, the student will be taken to the Dean’s/Assistant Principal’s office and told he/she is ineligible for participation in any extracurricular activity. In addition, the parent/guardian will be telephoned and informed the student is unable to produce a sample for testing procedure and he/she must be tested at the next testing date in order to regain eligibility.
6. All specimens registering below 90.5 degrees or above 99.8 degrees Fahrenheit will be invalid. The heat strip on each specimen bottle indicates the validity of the urine specimen by temperature. If a specimen is invalid, the student must provide another specimen within 3 hours.
7. A student will be ineligible for all extracurricular activities for one calendar year if he or she tampers or cheats during the collection. If this is the student’s second or subsequent infraction, they will be ineligible for extracurricular activities for the remainder of their District #66 eligibility. This will be reported to the parent(s)/guardian(s).
8. The student will return to class, or his/her activity when testing is concluded and is able to make up all work missed during that time.
9. Each specimen is given to the laboratory for testing.

Chain of Custody

1. The laboratory will provide training and certification to appropriate staff members. The set up of the collection environment, guarantee of specimens, and supervision of the chain-of-custody will be performed by designated District #66 personnel.
2. To maintain anonymity, the student will be assigned a number.
3. Designated District #66 personnel will escort the students to the collection site. No student is allowed to go to his or her locker. There will be minimal classroom interruptions. Students may be called before, during or after school, during practices, during off season workouts, or immediately proceeding or following an extracurricular event.
4. Before a student’s urine, hair or saliva is tested by the laboratory, he or she must sign any form that may be required by the testing laboratory. If a student chooses, he or she may notify the administrator that he/she is taking a prescription medication.
5. A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student’s possession until a seal is placed upon the bottle and the student signs that the specimen is sealed. The seal may be broken only by the lab testing the specimen.
6. If the seal is tampered with or broken, after leaving the student’s possession and prior to arriving at the lab, the specimen is invalid. The student will remain eligible for extracurricular activities subsequent to a retest.
7. The supervisor obtaining the urine specimen will be of the same gender as the student. Students will be instructed to remove all outer layers of clothing, empty all pockets, and wash their hands in the presence of the supervisor. The supervisor reserves the right to search any student before entering the restroom stall. The stall

- door will be closed while the student provides a urine specimen. The supervisor will wait outside the restroom stall. The student will have 2 minutes to produce a urine specimen. The commode will contain a blue dye so the water cannot be used to dilute the sample. The faucets in the restrooms will be shut off.
8. After it is sealed, the specimen will be transported to the testing laboratory utilizing the Chain of Custody. The testing laboratory will report results to the Compliance Officer or designated District #66 personnel.
 9. The gender of the person obtaining the saliva specimen or breath alcohol test will not matter. The test can be performed in any location in the building that would allow for the student's confidentiality to be maintained.
 10. In order to maintain confidentiality, the student's name will not be on the urine specimen or saliva swab container. Instead, the student's random I.D. # will appear on the container.

Test Results

1. Test results will be conveyed by the drug testing company to the Compliance Officer within a specified time from the laboratory.
2. The student who tests "positive" will be under an Extracurricular Activity Code violation, and will be notified by the school designee. The parent or guardian will then be notified of the student's positive test result. The appropriate Extracurricular Activity Code consequence will be administered.
3. The name of the student who tests positive will be turned over to the Guidance Counselor to begin the intervention process.
4. The Student Assistance Coordinator or designee will request the "follow-up" test after such an interval of time that the substance previously found would normally be eliminated from the body. If this "follow-up" test is negative, the student will be allowed to resume extracurricular activities, **after the student's appropriate penalty has been served**. The student's name would then be placed back into the random pool. If a "positive" result is obtained from the "follow-up" test, or any later test, it will be considered a subsequent violation.
5. The School District reserves the right to continue testing at any time during the remaining calendar year for any student who had a verified a "positive" test.
6. Information on a verified "positive" test result will be shared on a need-to-know basis in the following order:
 - a. Administration
 - b. Parent(s)/guardian(s),
 - c. Athletic Director
 - d. Dean/Assistant Principal
 - e. School nurse

The coach or activity sponsor will only know that an activity code violation occurred. The results of a "negative" test will be kept confidential.
7. The testing data will be kept on a computerized spread sheet, by student ID number, not name. The results of all tests will be kept confidential by the Compliance Officer on the school's secured server. This data may be shared with the school district administration and the board of education.

Financial Responsibility

1. Under this policy, the School District will pay for all random drug tests. Once a student has a verified “positive” test result, all follow up tests will be paid for by the student’s parent(s)/guardian(s).
2. Professional counseling and subsequent treatment by non-school agencies is the financial responsibility of the student(s)/guardian(s).
3. Professional counseling and subsequent treatment by non-school agencies is the financial responsibility of the student’s parent(s)/guardian(s).

Confidentiality

Under this drug & alcohol testing program, no staff, coach or sponsor shall divulge any information to anyone about a particular student or disposition of the student involved, other than in response to a court order or parent consent.

Other Rules

Apart from this drug and alcohol testing program, the Illinois High School Association as well as each activity’s coaching staff or sponsor may have their own team rules and requirements. Coaches and sponsors have the necessary authority to enforce those rules. Any student participant who violates a team or activity rule or requirement is subject to the consequences as defined in those rules and requirements.

Infractions

As set forth above, any infraction of this Policy by a student resulting in a “positive” test under this Policy will be handled as a violation of the Canton USD #66 Extracurricular Activity code. The Canton USD #66 Extracurricular Activity code sets forth the disciplinary measures imposed for a violation of the Code.

Canton High School

During the student’s four (4) calendar years of high school, regardless if during the school year, or during the summer, regardless of whether in or out of active participation, the Athletic Director, Activity Sponsor or Dean is authorized to suspend a student from extracurricular activities if the student is convicted of, found guilty of, admits to, or there is reasonable grounds to believe the student has committed any of the following infractions:

- A. Possession or use of tobacco products.
- B. Possession or use of an anabolic steroid, an alcoholic beverage, cannabis, a controlled substance, a look-alike substance, drugs, or drug paraphernalia.
- C. The use or possession of systemic stimulants (ephedra, Yellow Jackets, ma hauang, etc.)
- D. Misuse of prescription drugs.

- E. Attendance at an unsupervised or supervised gathering where the student participant knows or should know that underage individuals are consuming alcoholic beverages, cannabis, a controlled substance or where drug paraphernalia is present.
- F. Theft, possession of stolen property or destruction of private or public property.
- G. Criminal acts or serious acts which are determined by the Athletic Director and/or Dean to be detrimental to the individual, the coach, the team or the school. The subsequent discipline for these acts may result in an accelerated level of discipline at the discretion of the Athletic Director and/or Dean.
- H. Tampering or cheating during random drug testing.
- I. Hosting or arranging a gathering at which the extracurricular participant knows or should know that any of the aforementioned substances (items listed in B-D) are used or are present, or hosting or arranging a gathering in which criminal acts or serious acts which are detrimental to the individual, coach, team, or the school occur or result there from.

Definitions

Cannabis: As used in this policy, cannabis includes marijuana, hashish, and other substances, which are identified as including any part of the plant cannabis sativa.

Drugs: Including, but not limited to; amphetamines, anabolic steroids, barbiturates, benzodiazepines, cannabinoids, cocaine metabolite, creatinine, methamphetamines, methadone, methadone metabolite, marijuana metabolite, opiates, phencyclidine, propoxyphene, and alcohol, except where taken pursuant to a legal prescription issued to the student by a licensed physician.

Controlled Substance: As used in this policy, “controlled substance” means any substance designated in the Schedule of Controlled Substances, 720 ILCS 570/201 et seq., as the Schedule currently exists or as hereafter amended.

Look-alike Substances: As used in this policy, “look-alike substance” means a substance, other than a controlled substance, which (a) by overall dosage unit appearance, including shape, color, size, markings, or lack thereof, taste, constituency or any other identifying physical characteristics of the substance would lead a reasonable person to believe that the substance is a controlled substance or (b) is expressly or impliedly represented to be a controlled substance or distributed under circumstances which would lead a reasonable person to believe that the substance is a controlled substance.

Tobacco products: As used in this policy, tobacco products include cigarettes, cigars, pipe tobacco, and chewing tobacco.

Discipline

Extra-Curricular Participation Guidelines

1.0 Competitive Athletics

A student (girl or boy) must be enrolled in, and passing, at least five (5) subjects each semester to be eligible for interscholastic athletic sports. An additional five (5) subjects must be passed the previous semester (One of the subjects could be band, chorus, or P.E.).

A student who has transferred from another school and has been suspended from athletics at that school due to a violation of the Athletic Code, shall not be allowed to participate in any athletic activity at CANTON USD #66 until the suspension has been completed.

1.1 IHSA Activities

Students participating in Canton High School activities have the opportunity to represent the high school in related IHSA events. Students not participating in activities offered by the high school may not represent the high school in related IHSA events. However, if Canton High School does not offer an activity in which there is a related IHSA event, students may represent the high school in that event, provided the student has a sponsor that will be recognized by the IHSA and administrative approval.

1.15 Band and Chorus participation

Seventh through twelfth grade students participating in band and/or chorus are participating in school-sponsored subjects with outside the classroom extra-curricular activities. Participation in these extracurricular activities is earned by adhering to the CUSD #66 drug testing policy. Any band and/or chorus participant failing the drug test or refusing to participate in the drug test will be classified as a first offense and are subject to the consequences outlined in the CUSD #66 drug testing policy. If the out of school activity is graded, the instructor will assign alternate class work to make up for the missed graded out of school activity.

First offense will result in the suspension from all out of classroom activities including but not limited to parades, concerts, contests, competitions, etc. for a period of 45 days. If the suspension is not completed during a given year, the suspension will be carried over to activities the following year.

Second offense will result in the suspension from all out of classroom activities including but not limited to parades, concerts, contests, competitions, etc. for a period of 180 school days. If the suspension is not completed during a given year, the suspension will be carried over to activities the following year.

Third offense will result in the suspension from all out of classroom activities including but not limited to parades, concerts, contests, competitions, etc. for his/her school career.

1.2 Extra-Curricular Guidelines

Participation in extra-curricular activities at Canton High School is a privilege, which must be earned by adhering to the following guidelines. Extra-curricular activities are school related activities conducted outside the classroom, such as clubs, organizations, field trips, athletics etc. Participation is earned by adhering to the following guidelines 24 hours a day, seven (7) days a week, twelve (12) months a year whether or not school is in session. This policy applies to all athletes, cheerleaders, pom poms, and any other extracurricular participants.)

1. Participants shall have passed 2.5 credits the previous semester of which 1/2 credit may be Band, Chorus or Physical Education. (must pass five classes, one of which may be Band, Chorus or PE)
2. Participants shall be doing passing work in at least 5 classes (1 class may be Band, Chorus or Physical Education) of High School work during each grading period. A midterm and quarterly grading period eligibility check will be conducted by activity sponsors; those individuals not passing 5 classes will be ineligible during the next 22 days until the next eligibility check is made.
3. Participants who are excused from a class/classes to participate in an extra-curricular activity are expected to make up any missed assignments in advance.
4. Participants missing one or more class periods during the school day, which are unexcused, shall be suspended from participating in any extra-curricular activity scheduled for that day. If no activity is scheduled for that day, athletes may not participate in the next regularly scheduled contest in the sport in which they are involved.

5. A participant must be in attendance for five (5) periods on the day of the contest to be eligible to participate in that contest/activity. Emergency or unique medical situations can be appealed to the athletic director and/ or administration.

6. Participants receiving an in-school and/or out-of-school suspension may not practice and/or participate on the days of the suspension. In addition, participants will not participate in the next regularly scheduled contest in that activity in which he/she is involved. The number of contests in which participants may not participate may vary depending on the length and/ or severity of suspension, but will be no less than one contest. The building administrators and activity sponsor will make the final decision as to the number of contests the participants will miss.

7. Participants shall be responsible for all school equipment issued during an extra-curricular activity season.

- Participants who damage or fail to return equipment shall make a monetary restitution for such items.
- Participants shall be suspended from further extra-curricular involvement until such obligations are met.
- School authorities may withhold official records until obligations are met.

Participants shall be subject to the Extra-Curricular Policy if he/she commits any of the following infractions whether on or off school grounds:

- Possession or use of any form of tobacco.
- Possession, use, sale, and/or distribution of alcohol, illegal drugs, controlled substances or look-alike drugs, drug paraphernalia, and/or abuse of prescription drugs.
- Significant acts of: vandalism; theft; premeditated or other act of violence; and/or exhibits extreme behavior that violates school and/or district policies.
- Any conduct that violates local, state or federal civil and/or criminal laws. Such conduct includes involvement in, arrests for, or convictions of violations, such as major theft, malicious destruction of school or personal property, gross sexual misconduct, attacks on school personnel, carrying weapons, substance abuse, etc.

Any violation of the stated policy will result in the following actions:

1st Offense by a participant shall result in the suspension from all extra-curricular activities for 45 days. If a suspension is not completed during a given year, the suspension will be carried over to extra-curricular activities next year.

If the first offense infraction is for substance abuse (including tobacco), the student must submit to a **substance abuse evaluation***, at the student's expense. The substance abuse program must be approved by the Administration. The student must obtain a referral sheet from the Administration indicating the offense infraction. The student must provide evidence of the substance abuse evaluation as validated by a signed certificate of evaluation. The certificate of evaluation shall include a brief synopsis of participation, continuum plan, and prognosis. Failure to provide a certificate of evaluation to the Administration will invalidate the Option for 1st Offense. The purpose of this requirement is for the student to be evaluated and obtain help if needed.

OPTION FOR 1ST OFFENSE: **Voluntary Admission** by the student and/or parent/guardian to the coach/sponsor or Administration of a first offense infraction will result in a reduction of the suspension by 50% (to 22 days). Voluntary admission may NOT be used by a student if the rule infraction is already known by the school.

2nd Offense by a participant shall result in the suspension from all extra-curricular activities for 180 school days. The suspension shall begin from the date of the second rule infraction. If the

suspension is not completed during a school year, the suspension may carry over into the following school year.

OPTION FOR 2ND OFFENSE:

a) Substance Abuse (including tobacco): If the student is willing to participate in a **substance abuse program****, at his/her own expense, the second offense infraction will be reduced to 90 school days. The substance abuse program must be approved by the Administration. The student must obtain a referral sheet from the Administration indicating the offense infraction.

In order to participate in contests during the organization's events in which he/she will be eligible, the student must provide evidence of successful completion of the substance abuse program as validated by a signed certificate of completion. The certificate of completion shall include a brief synopsis of participation, continuum plan, and prognosis. Failure to provide a certificate of completion will invalidate the Option for 2nd Offense. This may be a carryover suspension.

b) Other than Substance Abuse: The student must perform 10 hours of community service to the school district under the supervision of a coach/sponsor, Administration and/or his/her designee; the second offense infraction will be reduced to 90 school days. The community service must be served within the 90 school day suspension.

3rd Offense by a participant shall make the student ineligible to participate in any extra-curricular activities at Canton High School for his/her high school career.

***Substance Abuse Evaluation** – The student will obtain an evaluation and at minimum will be required to complete a brief educational session with behavioral and peer contracts. These contracts, with the required signature of the student and parent/guardian (unless emancipated), will be returned to both the substance abuse counselor and Administration. Additional sessions may be needed at the discretion of the substance abuse counselor.

****Substance Abuse Program** – The student will repeat the process of first offense requirements.

At minimum the student will be required to participate in at least 12 hours of educational/behavioral sessions addressing substance abuse as it relates to personal history indicated by the evaluation.

1.3 Due Process

a) A student will be advised of the charges against him/her by the sponsor and/or administration and be given the opportunity to respond to the charges before a decision is made or a penalty imposed.

b) The student and his/her parents/guardians will be advised in writing by the sponsor and/or administration of any disciplinary action taken as a result of the charge and made aware of their right to appeal.

c) The student or parent/guardian may appeal the disciplinary action by responding in writing to the Principal within one calendar week of the date on the notice of disciplinary action.

The Principal will hear the appeal unless the student and/or parents/guardians request the Extra-Curricular Board to hear the appeal. The Extra-Curricular Board shall consist of the building administrator, and two coaches/sponsors.

d) Upon appeal, the Principal or Extra-Curricular Board may recommend one or more of the following:

- Overrule the penalty: reinstatement of the participant.

- Sustain the penalty as initially imposed.
- Modify the initial penalty.
- Suspend the participant from participation in all activities (ranging from 180 school days to the remainder of his/her high school career.)
 1. Sources used to identify violations are:
 - a) Participant and/or parent admission of infraction
 - b) Information provided by law enforcement officials;
 - c) Public notices of offenses;
 - d) Court dispositions; and
 - e) School District personnel.
 2. If a participant is indicted by a Grand Jury or charged by the State's Attorney for a criminal offense, the participant will be suspended from participation in any contest in the activity in which he/she is participating pending a resolution by the judicial system. However, the length of the suspension may not exceed the penalty for the offense infraction. The participant may practice while on suspension. Athlete may sit on the bench with the team during contests.
 3. Students who are ineligible for academic or code violations may not travel with a school organization if the individual is required to leave school while school is still in session, unless approval to attend is granted by the Administration.
 4. Extra-curricular activity sponsors are responsible for maintaining all other approved training guidelines for his/her group/organization.
 5. If a violation occurs at the time a participant is injured or ineligible, the suspension will start when the individual returns to practice or is academically eligible.
 6. The principal or activity sponsor will notify any student suspended for violation of the extracurricular participation guidelines in writing, and will also notify his/her parents/guardian. If an individual completes his/her suspension during a sport season, but does not successfully complete that sport season, then he/she has not satisfied the suspension and it will be carried over to the next sport season in which the individual participates. A sport season is defined as the first official practice day through the last contests for that activity.
 7. The sponsor or head coach may establish training/participation rules for his/her sport or activity, which may include:
 - a) Curfew
 - b) Appropriate or required dress standards for scheduled contests.
 - c) Practice regulations, including attendance, tardies, etc.
 - d) Other rules appropriate for that particular activity. Training/participation rules for each sport or activity are to be written and distributed to all participants at the beginning of each sport or activity season. However, sponsors or head coaches may NOT increase the suspension percentage of the regularly scheduled contests noted in the Athletic Policy below.

Ingersoll Middle School

FIRST OFFENSE by a participant shall result in the suspension from 25% of the regularly scheduled contests for the season. (See calculation table at end of policy.) Suspension will be served during the state tournament series if that series is encompassed in 25% of the regularly scheduled contests. If a suspension is not completed during a given sport season, the suspension will be carried over to the next sport season in which the athlete participates. Note that these suspensions may carry over into the following school year. If the first offense infraction is for substance abuse (including tobacco), the student must submit to a substance abuse evaluation*, at the student's expense. The substance abuse program must be approved by

the Athletic Director and/or Administration. The student must obtain a referral sheet from the Athletic Director and/or Administration indicating the offense infraction. The student must provide evidence of the substance abuse evaluation as validated by a signed certificate of evaluation. The certificate of evaluation shall include a brief synopsis of participation, continuum plan, and prognosis. Failure to provide a certificate of evaluation to the Athletic Director and/or Administration will invalidate the Option for 1st Offense. The purpose of this requirement is for the student to be evaluated and obtain help if needed. Participation expectations: refer to Item 15 below.

OPTION FOR 1ST OFFENSE: Voluntary **Admission** by the student and/or parent/guardian to the coach/sponsor or Athletic Director or Administration of a first offense infraction will result in a reduction of the suspension by 50%. Voluntary admission may NOT be used by a student if the rule infraction is already known by the school. Participation expectations: refer to Item 15 below.

SECOND OFFENSE by a participant shall result in the suspension from all contests for 180 school days. The suspension shall begin from the date of the second rule infraction. If the suspension is not completed during a school year, the suspension may carry over into the following school year.

OPTION FOR 2ND OFFENSE: 1) Substance Abuse (including tobacco): If the student is willing to participate in a **substance abuse program****, at his/her own expense, the second offense infraction will be reduced to 90 school days AND a minimum of 50% of the TOTAL number of scheduled contests in the current sport and/or next sport season. The substance abuse program must be approved by the Athletic Director and/or Administration. The student must obtain a referral sheet from the Athletic Director and/or Administration indicating the offense infraction. In order to participate in contests during the next sport season in which he/she will be eligible, the student must provide evidence of successful completion of the substance abuse program as validated by a signed certificate of completion. The certificate of completion shall include a brief synopsis of participation, continuum plan, and prognosis. Failure to provide a certificate of completion will invalidate the Option for 2nd Offense. This may be a carry over suspension. 2) Other than Substance Abuse: The student must perform 10 hours of community service to the school district under the supervision of a coach/sponsor, Athletic Director, Administration and/or his/her designee, the second offense infraction will be reduced to 90 school days AND a minimum of 50% of the TOTAL number of scheduled contests in the current sport and/or next sport season. The community service must be served within the 90 school day suspension.

THIRD OFFENSE by a participant shall make the student ineligible to participate in athletics at Canton High School for his/her high school career. *Substance Abuse Evaluation – The student will obtain an evaluation and at minimum will be required to complete a brief educational session with behavioral and peer contracts. These contracts with the required signature of the student and parent/guardian (unless emancipated) will be returned to both the substance abuse counselor and Athletic Director/Administration. Additional sessions may be needed at the discretion of the substance abuse counselor. **Substance Abuse Program – The student will repeat the process of first offense requirements. At minimum the student will be required to participate in at least 12 hours of educational/behavioral sessions addressing substance abuse as it relates to personal history indicated by the evaluation.

DUE PROCESS: a) A student will be advised of the charges against him/her by the Athletic Director and/or Administration and be given the opportunity to respond to the charges before a decision is made or a penalty imposed. b) The student and his/her parents/guardians will be advised in writing by the Athletic Director and/or Administration of any disciplinary action taken as a result of the charge and made aware of their right to appeal. c) The student or parent/guardian may appeal the disciplinary action by responding in writing to the Principal within one calendar week of the date on the notice of disciplinary action. The Principal will hear the appeal unless the student and/or parents/guardians request the Athletic Board to hear the appeal. The Athletic Board shall consist of the Principal, Athletic Director, and two coaches/sponsors. d) Upon appeal, the Principal or Athletic Board may recommend one or more of the following: (1) Overrule the penalty: reinstatement of the participant. (2) Sustain the penalty as initially imposed. (3) Modify the initial penalty. (4) Suspend the participant from participation in all activities (ranging from 180 school days to the remainder of his/her high school career.)

Sources used to identify violations are: 1. Athlete and/or parent admission of infraction; 2. Information provided by law enforcement officials; 3. Public notices of offenses; 4. Court dispositions; and 5. School District personnel.

If an athlete is indicted by a Grand Jury or charged by the State's Attorney for a criminal offense, the athlete will be suspended from participation in any contest in the activity in which he/she is participating pending a resolution by the judicial system. The athlete may practice while on suspension. However, the length of the suspension may not exceed the penalty for the offense infraction.

Athletes who are ineligible for academic or code violations may not travel with a team if the individual is required to leave school while school is still in session, unless approval to attend is granted by the Administration. In addition, the participant may not be in uniform in public during the period of ineligibility. However, the athlete may sit on the bench with the team during contests.

If a violation occurs at the time a participant is injured or ineligible, the suspension will start when the individual returns to practice or is academically eligible.

If an individual completes his/her suspension during a sport season, but does not successfully complete that sport season, then he/she has not satisfied the suspension and it will be carried over to the next sport season in which the individual participates. A sport season is defined as the first official practice day through the last contests for that activity.

Sponsors or head coaches may NOT increase the suspension percentage of the regularly scheduled contests noted in the Athletic Policy above.

Appeal

A decision of the Athletic Director and/or Dean may be appealed to an Activity Review Committee appointed by the Canton Union School District #66 Board of Education by notifying the Superintendent of Canton USD #66, in writing, within seven (7) days of the decision of the Athletic Director and/or Dean. The committee will act upon the appeal in a timely manner.

Assistance/Self Referral

Self-referral is a process designed to allow a student to recognize a problem they have with drugs or alcohol and bring it to the attention of staff or administration, with the understanding that the student is requesting help. The student must satisfactorily complete, at his or her own expense, a school approved substance assessment and/or alcohol counseling program.

Under the Canton USD #66 Extracurricular guidelines, a student receives no suspension for self-referring, but it will count as a first offense under the extracurricular participation guidelines. A student may **NOT** use this self-referral if an Activities Code infraction is already known to the school or any law enforcement agency. This provision must be used prior to a first offense and may be used only one time by any student.

Under the random drug testing policy, self-referrals are still available. However, once a student is selected randomly for testing, a self-referral is no longer an option.