

**Health and Wellness Policies
Norfolk Catholic School
2016-2017 SCHOOL YEAR**

I. Philosophy and Purpose

As Catholic Christians, we at Norfolk Catholic Schools believe that we are God's children and that our bodies are temples of the Holy Spirit. We, therefore, honor our bodies, protect our health and guard our minds and bodies against abuse in accord with the teachings of Jesus Christ.

Norfolk Catholic Schools will not tolerate student use of illegal drugs, alcohol or other controlled substances by its students. The use of drugs, alcohol or other controlled substances by young people compromises their basic dignity and damages their potential. As a result, Norfolk Catholic School has established this specific policy to provide for a drug and alcohol free environment for our students, which Norfolk Catholic Schools deems necessary to uphold good order, discipline, and the welfare of the entire school system. It is the purpose of this policy to provide a clear message to students, parents, guardians and the citizens of our community that the use, possession, distribution, sale or being under the influence of alcohol or illegal drugs will not be tolerated. It is also the purpose of this policy to encourage parents, guardians and students to promptly report and address drug and/or alcohol use by students.

Norfolk Catholic accepts its responsibilities to:

- Educate students, parents, and the community about the risks and consequences of the use of alcohol, tobacco, and other drugs (including performance enhancing drugs).
- Encourage students to live in accordance with the laws of our city, state, and nation concerning the use of these substances. This includes establishment and enforcement of related school rules for all students.
- Help students develop the life skills that will better prepare them to handle the prevailing social and cultural pressures.
- Guide students toward help as needed for chemical dependency. Information received from students and/or parents who voluntarily seek help from school authorities concerning the student's use of controlled substance before being found to be using or possessing such substances will be maintained in confidence and will not serve as a basis for disciplinary actions. The student will be tested at his family's expense to record a baseline of drug use. This admission will still count as the student's first positive test. However, *this does not provide immunity for disciplinary action should evidence emerge under Apprehension--Section II-A-2, listed below.* Also, immunity is not granted to students who continue to use, possess, or distribute controlled substances. In order to help the family and school to achieve these objectives, the student may be required to complete a chemical dependency evaluation and drug test at his or her own expense with the results reported to the school.

Developmental issues, on occasion, impede adolescents from making sound decisions. Given this reality in the lives of the adolescents in our care, we have employed a two-part policy concerning the use of drugs and alcohol by our students. The first component fosters

a community of drug and alcohol free students who are well on their way to understanding how to make appropriate decisions concerning the use and abuse of drugs and alcohol. The second component is designed to intervene in the life of a student who chooses to bring drugs or alcohol onto campus or chooses to be in possession or under the influence of drugs or alcohol off campus.

Responsible alcohol use is a privilege, not a right, and the right to consume alcohol begins at age 21. Use of illicit drugs is never acceptable. Drug and alcohol use is not part of “normal adolescent development.” Adolescents do not have a right to engage in drug or alcohol use. Possession of drugs or a minor’s possession of alcohol is illegal, can lead to legal problems, and will have an impact on developmental and academic progress. Studies have repeatedly shown that the longer individuals wait to use alcohol or experiment with drugs, the greater the chances that they will not have problems with alcohol or drugs. Further, studies have shown that alcohol is the true gateway drug.

Co-curricular activities are a vital dimension of a total Norfolk Catholic education, a positive learning experience that can enhance achievement of personal potential through adherence to a lifestyle dedicated to integrity, self-discipline, and competition. In addition, selection for a school-sponsored team, organization, or club is both a privilege and an honor, and as such carries responsibilities commensurate with leadership roles. As leaders and more highly visible representatives of NC, students in activities have an increased obligation to represent themselves and their school in an exemplary manner. Therefore, some consequences apply specifically to participation in co-curricular activities.

I. Drug and Alcohol Policy Part One: Health and Wellness Program

Norfolk Catholic strives to be a community where our students are empowered to make responsible choices to avoid alcohol and drugs. Our goal in this regard is a drug and alcohol free student body. To this end, all students at Norfolk Catholic are subject to both mandatory and random drug and alcohol testing. The illegal drug test will test for the five most commonly abused drugs: marijuana, opiates, cocaine, phencyclidine (PCP), and amphetamines. The alcohol test focuses on abusive drinking but will provide evidence of repeated alcohol consumption including evidence of binge drinking. The information gathered will be shared with parents and will be used to help the students make positive choices. It is our hope that students who test positive will get the help necessary to return to good health.

Process of the Health and Wellness Program:

While our hope is that our students will be making healthy choices concerning drugs and alcohol, we understand some may not. Below is an outline of the process used in Norfolk Catholic’s program.

All students in grades 10-12 will submit to drug and alcohol testing on or before September 1 of the school year. Norfolk Catholic will use a hair sample to determine use of drugs or alcohol. The school has employed the services of Psychemedics, a drug/alcohol testing company, to provide the result of the analysis of the hair samples.

- Several times a year, NC will randomly choose a group of students to submit to drug and alcohol testing. The random testing will begin in October and will continue throughout the school year. ****Alcohol testing--parents option**
- All samples will be sent to Psychedics for analysis and the results will be sent to the School Counselor.
- For those students whose results are negative for drugs or alcohol, the School Counselor will send an “E-Mail of Negative Status” to parents with the date of testing indicated.
- For those students whose results are positive for drugs or alcohol, the School Counselor will request an immediate meeting with the student and parents/guardian and the following will apply:

A. First Positive:

1. Students whose test results yield a positive for some drug and/or alcohol use will do the following: The School Counselor will request a meeting with the student and at least one parent/guardian.
2. Students and parents/guardian will be given the information gleaned from the analysis of the hair sample by the School Counselor. **As this is a Health and Wellness program, there will be no disciplinary consequences at this time.** The purpose of the meeting is to assist the family in seeking any necessary help and interventions. Since the first positive of a random test is considered a School conversation with the student and parent/guardian, there will be no consequences affecting participation in co-curricular activities. However, a student enrolling in the program as the result of a disciplinary incident as outlined in Part II below or as a part of a disciplinary probation would be subject to consequences affecting co-curricular activities.
3. The School Counselor will provide names of approved drug and alcohol agencies for a chemical dependency evaluation. This list is provided as a courtesy and Norfolk Catholic does not endorse one therapist or program over another. We will encourage the student to submit to an evaluation, but will not require it.
4. Students with a “First Positive” result will be tested again after 100 calendar days from the previous test at the student’s expense.
 - a. If the first positive 100 day re-test results are negative, the student will be placed back in the random pool of test participants. Any future positive test result will be regarded as a second positive.
 - b. If the first positive 100 day re-test results are positive, the student will be placed in the second positive category.
5. All testing required after the initial test will be charged to the student’s parents/guardian.
6. An aggregate report of positive tests will be made available to administration (no names will be revealed)

B. Second Positive:

If, after the first positive, the test results are again positive for drug or alcohol use, it will be considered a “Second Positive”.

1. Upon notification of the second positive, the Principal will evaluate the disciplinary record of the student and may assign disciplinary consequences up to and including dismissal from school.

2. If permitted to continue at NC, the second positive result will require the student to complete a chemical dependency screening at an agency approved by our School Department and follow any recommendations of the chemical dependency evaluation within six weeks of being informed of the positive test result.
 - a. A second positive result will be reported to the Athletic Director as a second offense regarding co-curricular suspensions. The student will be ineligible for public representation, outside competition and leadership in all co-curricular activities until he tests negative after 100 days.
 - b. If the reinstated student wishes to participate in a co-curricular activity after its tryout period, the administration and the coaching/moderating staff will determine whether the student will be able to undergo a tryout period.
3. Failure to follow the recommendations of the chemical dependency evaluation may jeopardize a student's continued matriculation at Norfolk Catholic.
4. Students with a second positive will be tested again after 100 calendar days from the previous test at the student's expense. The student will be tested every 100 days for the remainder of his career at Norfolk Catholic. If any of these tests are positive, the student will be placed in the "Third Positive" category.

C. Third Positive:

If, after the second positive, the test results are again positive for some drug or alcohol use, it will be considered a "Third Positive".

1. The school will have no choice but to assume that, despite nearly a year of evaluation and support, the student is not demonstrating improvement in remaining drug/alcohol free.
2. A third positive will lead to dismissal from Norfolk Catholic.

Summary of Health and Wellness Procedures

First Positive	Second Positive	Third Positive
<ol style="list-style-type: none"> 1. Student meets with School Counselor and parents/guardian. 2. The student will be encouraged to seek a chemical dependency evaluation and follow the recommendations of that evaluation. 	<ol style="list-style-type: none"> 1. Principal evaluates the disciplinary record of the student and may assign disciplinary consequences up to and including dismissal from school. 2. Student is required to complete a chemical dependency screening at an agency approved by our School Counseling Department and follow any recommendations of the chemical dependency evaluation within six weeks of being informed of the positive test result. 3. Student is ineligible for public representation, outside competition and leadership in all co-curricular activities until he tests negative. 	<p>The student will be dismissed from Norfolk Catholic.</p>
<p>Student is retested in 100 days.</p> <ul style="list-style-type: none"> ● If negative, the student is placed back in random testing pool. ● If positive, the student earns a second positive. 	<p>Student is retested every 100 days for the rest of his/her NC career at his/her expense.</p> <ul style="list-style-type: none"> ● If negative, the student remains at NC. ● If positive, the student earns a third positive. 	

II. Drug and Alcohol Policies Part Two: Disciplinary Program

In all areas of student discipline, it is incumbent on the administration of Norfolk Catholic, as a Catholic school, to seek the formation of the young men and women in our care. In many matters of discipline, detention or occasional probation periods are necessary. The use of drugs and/or alcohol at school or at school events is a significantly more complicated disciplinary issue. In the cases of drugs and alcohol, both activities are illegal and may require the school to involve law enforcement personnel.

A. Definitions/Understanding

1. USE shall be defined as consumption or possession. Possession shall mean on the person, or on the property owned and/or used by the person. Property shall include a building, vehicle, or other gathering area.
2. APPREHENSION rules are as follows. A student may be turned in for rule violations by:
 - The parent/guardian of the student involved
 - A faculty member or other adult in a supervisory role at Norfolk Catholic or another school
 - An officer of the legal system
 - A public record, such as print, broadcast *or social media*
 - A result of a drug or alcohol screening
 - An admission by the student when confronted by a school official.
3. The TENURE of the policy extends from the date of the student's enrollment at NC until enrollment ceases due to graduation or transfer.
4. CONSEQUENCES are progressive in relation to the nature and/or frequency of the violations. Some violations involve options from which the student may select his choice of consequences.
5. PHYSICAL PRESENCE is defined as being in a situation at which alcohol or other drugs are being illegally used or possessed by minors. Students should be aware that this is a Class III violation. Students are not to support these situations, but rather use positive peer pressure to host and to attend group activities without illegal use of alcohol and other drugs.
6. SCHOOL DISCRETION in application of this policy is intended to promote fair and consistent guidelines for student consequences of illegal drug use. The school reserves the right to make judgments concerning individual cases for the good of the school community and the student.
7. TOBACCO VIOLATION is defined as use or possession of tobacco, nicotine or electronic cigarettes in any form at any time.
8. CO-CURRICULAR ACTIVITIES are defined as activities not directly connected to academic grades.

B. Policy on Hosting or Providing Alcohol or Illegal Substance Related Parties

Any student who hosts or facilitates a party or gathering at which alcohol or illegal drugs are illegally used by minors, or provides or procures a facility for any such party or gathering, has seriously violated the kind of behavior expected by members of the Norfolk Catholic community. This infraction is so harmful to the relationship that should exist among individual

members of our community that each such student will face disciplinary consequences up to and including dismissal from school based on aggravating and mitigating circumstances.

Consequences will be assigned for each student at the discretion of the school's administration after considering the circumstances. Such circumstances shall include any one or more of the following factors as the situation indicates:

- The nature and extent of the transportation and safety risks to those attending the party or gathering and to others
- The size of the party or gathering
- The nature and extent of the student's involvement in any planning, publicity and/or fees charged in connection with the party or gathering
- The amount of alcohol or drugs involved
- The nature of the conduct of the attendees at the party or gathering
- The student's prior disciplinary and academic history
- The academic timing of the infraction
- Any other factors that the school's administration considers relevant under the circumstances.

C. Policy on Possession and Use of Alcohol or Other Illegal Drugs at School Functions

Any student who illegally possesses and/or uses alcohol or other drugs prior to attending or while attending school or any school-sponsored function has violated a "sacred" safe zone of the school community. Norfolk Catholic insists on protecting the physical, academic and social space of the school community from illegal use of alcohol or other drugs. This infraction is so harmful to the relationship that should exist among individual members of our community that each such student will face disciplinary consequences up to and including dismissal from school based on aggravating and mitigating circumstances.

Consequences will be assigned for each student at the discretion of the school's administration after considering the circumstances. Such circumstances shall include any one or more of the following factors as the situation indicates:

- The nature and extent of the transportation and safety risks to those attending school or the school function
- The nature and extent of the student's involvement in any planning of the possession, use or distribution of the alcohol or drugs
- The amount of alcohol or drugs involved
- The apparent intent of the student in possession as related to distribution of the alcohol or drugs
- The nature of the conduct of the student at school or the school related function
- The student's prior disciplinary and academic history
- The academic timing of the infraction
- Any other factors that the school's administration considers relevant in the circumstances

Consequences for Student Use of Alcohol, Illegal Drugs or Tobacco

Violations	Standard Consequences	Co-curricular Consequences
<p>CLASS I VIOLATIONS Possession or control of any illegal drugs with the intent of sale or distribution at any time</p>	Dismissal	
<p>CLASS II VIOLATIONS Hosting or facilitating a party or gathering at which alcoholic beverages or other illegal drugs are available for use by minors, or provides or procures a facility for such a party or gathering</p> <p>Illegal possession and/or use of alcohol, other illegal drugs or drug paraphernalia at school or any school sponsored function</p>	Consequences up to and including dismissal from school	If not dismissed, suspension from outside competition, public representation and leadership in all activities for up to one calendar year.
<p>CLASS III VIOLATIONS Illegal possession and/or use of alcohol, other illegal drugs, or drug paraphernalia outside of school or any school sponsored function; or being in the presence of alcohol, other illegal drugs or drug paraphernalia outside of school or any school sponsored function</p>	<p>1st Offense: <u>Self-Reported:</u> Student will serve a one-day in-school suspension.</p> <p><u>Not Self-Reported:</u> Student will serve a three-day in-school suspension</p> <p>2nd Offense: Student will serve a 5-day out of school suspension. Student is required to complete a chemical dependency screening at</p>	<p>1st Offense: <u>Self-Reported:</u> Immediate 7-day suspension from outside competition, public representation and leadership in all activities.</p> <p><u>Not Self-Reported:</u> Immediate 14-day suspension from outside competition, public representation and leadership in all activities</p> <p>2nd Offense: Suspension from outside competition, public representation and leadership in all activities for 60 calendar days.</p>

	<p>an agency approved by our School Counseling Department and follow any recommendations of the chemical dependency evaluation within six weeks of being informed of the positive test result.</p> <p>3rd Offense: Dismissal from Norfolk Catholic</p>	
<p>CLASS IV VIOLATIONS Possession or use of tobacco in any form any time.</p>	<p>1st Offense: One-day in-school suspension.</p> <p>2nd Offense: Two-day in-school suspension.</p> <p>3rd and Subsequent Offenses: Consequences set at the discretion of the administration based upon nature of first and subsequent offense violations. This includes consequences for co-curricular activities.</p>	<p>1st Offense: Immediate 1-week suspension from outside competition, public representation and leadership in all activities.</p> <p>2nd Offense: Immediate 2-week suspension from outside competition, public representation and leadership in all activities.</p> <p>3rd Offense: Consequences set at the discretion of Administration.</p>

Notes Regarding Substance Related Consequences

- Student leadership positions (to include elected positions) should not be held by students during the school year that they are placed on this policy.
- Because of the seriousness of drug and alcohol violations, Norfolk Catholic reserves the right to dismiss students who are in violation of this policy, regardless of the number of past offenses if the situation is deemed to be warranted by the administration.
- Co-curricular consequences apply to school sponsored band, drama, speech, student council, campus ministry, athletic teams and clubs, other clubs, organizations and major school functions.
- Self-reporting must be completed as soon as possible (in general, the next school day, but no later than within three calendar days of the violation) to the Principal. This self-reporting option can be used one time during the student's career at NC.
- Individual sponsors and coaches may impose additional consequences within the context of that activity.
- All chemical dependency evaluations and programs must be completed within six weeks of the date of the offense. Extensions will be granted for longer term programs.
- Class I, II and III violations are cumulative in and among each other. An offense followed by another offense in any of these classes constitutes an overall second or succeeding offense.
- Suspensions from outside competition/public representation begin at the conclusion of the days of in/out of school suspension for co-curriculars where outside competition/public representation has already started and on the date of the first competition/public representation for co-curriculars where outside competition/public representation has not started.

Consequences for violations during summer break after all NSAA activities have been completed and before they begin in the next school term.

- The student will perform 20 hours of community service. These hours must be scheduled and approved by the principal, and be started before the student can be involved in any Norfolk Catholic School sponsored camp, league, or use any of Norfolk Catholic Schools facilities. Failure to do community service in the designated time will result in school year consequences when school starts.
- After the first violation the student will be subject to the same consequences as provided herein for second and subsequent violations committed during the school term.

*Student leadership positions (to include elected positions) should not be held by students during the school year that they are placed on this policy.