



POLICY

**Haddonfield
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INTRODUCTION

It is the function of the Haddonfield School District to educate its students academically and in the process of making life choices, particularly in regard to facing the challenges of a modern society. Among those challenges are respecting and obeying the law and coping with the pressures of drug and alcohol in our society. Many students have indicated that they would prefer a more drug/alcohol free environment notwithstanding the accepted culture in which drugs and alcohol are widely available to and in use by young people below the legal age for permissible use. Our schools are part of a broader community which includes police, the Haddonfield Commissioners, the community members as a whole, and most importantly parents and students. The Board of Education believes that it plays its role in this broader community through the adoption of a comprehensive 24/7 Drug and Alcohol Policy that augments our existing In-School/School Activity Drug and Alcohol Policy 5131.6.

- It is important to note that Board of Education Policy 5131.6 deals with drug and alcohol issues that develop on school district property and/or during school district events that occur off school property.
- It is equally important to note that this Haddonfield Board of Education Policy 5132 (“24/7 Drug and Alcohol Policy Governing Student Conduct at Non-School Related Events”) pertains to any student involvement with drugs and/or alcohol that occurs off school property and not at any school sponsored event.

The Haddonfield School District provides an extensive array of extracurricular activities to its student body. These activities are an important component of a student’s education, growth, and maturation, and the District seeks to encourage participation to the fullest extent possible. As part of the learning experience, students must understand that participation in extracurricular activities is a privilege not a right, and that continued participation carries with it certain obligations. Extracurricular participants are expected to behave at both official school functions, at or beyond our community, and at private social functions with the same high standards we expect and in accordance with this Haddonfield School District 24/7 Drug and Alcohol Policy.

In addition, certain activities take on a significance to which additional responsibilities attach. Generally, those activities include leadership responsibilities (often where one must apply or be selected or elected to a position) and activities where students represent the school in competitions and other performances viewed by people beyond the immediate school community. For those students who choose to aspire to such positions there should be the recognition that such participation comes with additional responsibilities. In order to foster conduct appropriate to such leadership, heightened standards of conduct will be required for participation. The activities included within this heightened category are referred to as “additional leadership/participation activities.” (see the specific listing of activities included in this category below)

All student participants in all extracurricular activities are to be made aware of the appropriate level of this policy and, as a condition of participation, each student in the Middle School and High School who participates in extracurricular activities and submits the necessary paperwork for participation in



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such activities in connection with the student activity fee or other requirements, shall be deemed to agree to conform to this policy. Similarly, the parent or guardian signature which accompanies the paperwork for participation in extracurricular activities will reflect the parent's/guardian's consent as well. This consent shall take effect at the beginning of each school year or at the beginning of the first extracurricular activity in a given year as appropriate. All permission documentation with respect to extracurricular activity participation shall be modified to reflect this consent.

Additional Leadership/Participation Activities subject to the heightened standard:

All sports, including interscholastic and club (but not intramural); Student Council; Peer Leaders; National Honor Society (in addition to the requirements of its national charter); Student Representatives to the BOE; students who participate in an activity to which they must apply and be accepted or are appointed; all elected or appointed officers of a club or activity; performance groups (music, including singing, dance, instrumental, drama); Anytown

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The use of drugs and alcohol by underage students is both an illegal and an extremely dangerous behavior.

Participants in extracurricular activities are expected to not indulge in the consumption, possession, or distribution of alcohol or any illegal substance in any manner or in any form. They are further expected to not be in attendance at any gathering or activity in which it is reasonable to conclude from the circumstances that alcohol or any illegal substance is being used or even presented with the possible intent of use. Excepted from this policy are all family events or religious events where students are under the supervision of their parents or other adults. However, the policy does apply to events such as high school graduation parties, pre-prom parties, post-prom parties or similar events where a large number of students are participating, even if these events are under the supervision of adults. These regulations apply to the illegal uses of any alcohol or drugs as proscribed by New Jersey law.

Thus, this new Policy (Policy 5132) is a 24 hours a day, 7 days week, 365 days a year Policy that governs any underage drinking or drug use except for those specific events specified above.

DESIGNATED DRIVERS: Any students who are serving as "designated drivers" and not themselves using, transporting drugs or alcohol or under the influence of any illegal drugs or alcohol ARE NOT covered by this Policy while actually operating a motor vehicle. They are not exempt while in attendance at an event or location otherwise covered.

CONSEQUENCES

This Policy is cumulative with respect to attendance at Middle School or High School. Thus, for example, a student who violates the Policy in the 7th Grade and again in the 8th Grade will be treated as a second offense for the infraction in the 8th Grade. The same would hold true for a High School student who violates the Policy in the 10th Grade and again in the 11th Grade. However, a student will start High School with no previous violations.



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	GUIDELINES FOR STUDENTS WHO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES WHICH DO NOT PUBLICLY REPRESENT THE DISTRICT	GUIDELINES FOR STUDENT LEADERS AND STUDENTS WHO PUBLICLY REPRESENT THE DISTRICT HEIGHTENED ACTIVITY GUIDELINES
First Offense	Student and parent attend a mandatory meeting with a school administrator and coach or activity sponsor	Student and parent attend a mandatory meeting with a school administrator and coach or activity sponsor
	10 Hours of Community Service	10 Hours of Community Service
		30 day suspension from all extracurricular activities
	Student encouraged to participate in drug/alcohol counseling session – private or HSD provided	Suspension reduced to 7 days if student attends two drug/alcohol sessions – private or HSD provided
	Continue participation in all practice sessions	Continue participation in all practice sessions
		Any student elected or appointed captain or officer of his/her activity will lose the title and position immediately. The student will be eligible to be elected or appointed a captain or officer after a period of 1 year.
Second Offense	Student and parent attend a mandatory meeting with a school administrator and coach or activity sponsor	Student and parent attend a mandatory meeting with a school administrator and coach or activity sponsor
	20 hours of Community Service	20 hours of Community Service
		30 day suspension from all extracurricular activities
	Continue participation in all practice sessions	Continue participation in all practice sessions
	Mandatory individual drug and alcohol counseling required, paid for by the student’s family and arranged through a recognized provider of such services. Verification of attendance required.	Mandatory individual drug and alcohol counseling required, paid for by the student’s family and arranged through a recognized provider of such services. The program must be a minimum of eight sessions over eight weeks. Verification of attendance required.
	Any student elected or appointed captain or officer of his/her activity will lose the title and position immediately. The student will be eligible to be elected or appointed a captain or officer after a period of 1 year.	



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	GUIDELINES FOR STUDENTS WHO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES WHICH DO NOT PUBLICLY REPRESENT THE DISTRICT	GUIDELINES FOR STUDENT LEADERS AND STUDENTS WHO PUBLICLY REPRESENT THE DISTRICT HEIGHTENED ACTIVITY GUIDELINES
Third Offense	30 hours of Community Service	30 hours of Community Service
	Loss of the privilege to participate in extracurricular activities for a period of one week (in season) or two major student events (out of season).	90 day suspension from all extracurricular activities
	Continue participation in all practice sessions	Student cannot practice during this 90 day period
	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. Verification of attendance required before reinstatement to activities.	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. Verification of this attendance required before reinstatement to activities. This counseling should last for a minimum of twelve weeks.
		Any student elected or appointed captain or officer of his/her activity will lose the title immediately and may never run
Fourth Offense	30 hours of Community Service	30 hours of Community Service
	Loss of the privilege to participate in extracurricular activities for a period of two weeks (in season) or three major student events (out of season).	90 day suspension from all extracurricular activities
	Student remains in extracurricular and participates fully in practice sessions.	Student cannot practice during this 90 day period
	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. Verification of attendance required before reinstatement to activities.	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. The family must pay the fees involved. Verification of this attendance required before reinstatement to activities. This counseling should last for a minimum of twelve weeks.



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	GUIDELINES FOR STUDENTS WHO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES WHICH DO NOT PUBLICLY REPRESENT THE DISTRICT	GUIDELINES FOR STUDENT LEADERS AND STUDENTS WHO PUBLICLY REPRESENT THE DISTRICT: HEIGHTENED ACTIVITY GUIDELINES
Fifth Offense		30 hours of Community Service
	Loss of the privilege to participate in extracurricular activities for a period of one calendar month (in season) or eight extra events (out of season). This involves the loss of all extracurricular events during that time	90 day suspension from all extracurricular activities
	Student may remain in extracurricular and participates fully in practice sessions, but only if treatment is ongoing.	Student cannot practice during this 90 day period
	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. Verification of attendance required before reinstatement to activities.	Mandatory individual drug and alcohol counseling required, paid for by the student's family and arranged through a recognized provider of such services. Verification of this attendance required before reinstatement to activities. This counseling should last for a minimum of twelve weeks.
	All Subsequent Offenses repeat consequences detailed in the Fifth Offense.	All Subsequent Offenses repeat consequences detailed in the Fifth Offense.

Any student failing to perform the prescribed community service will be banned from all extracurricular events until the community service work is performed. Typically, and absent special circumstances approved by the Principal, students will have 30 days to complete their community service.

Coordination of Consequences between categories: If a violation occurs while a student is participating in a "Heightened Activity", the consequence will be assessed under the Heightened Standard. Additional violations occurring while involved in such activities will be sequentially imposed. If a student had offenses prior to becoming involved in the Heightened Activity, he/she will be initially treated under the Heightened Standard at the corresponding level he/she would have been at under the Regular Policy at that time. Likewise, a student moving out of Heightened Activities who has subsequent offenses will be subject to the level of consequence under the Regular Policy at the



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corresponding level to which he/she would have been treated at that time under the Heightened Activity.

Students in Heightened Activities who had 24/7 violations prior the revisions in this policy being adopted will start at the First Offense of the Heightened Standards.

Before any consequence is imposed on a student with an IEP or 504 Plan, it will be discussed with the student's child study team or 504 Committee and be in accordance with the considerations applicable.

ACTIVITIES THAT WILL TRIGGER A VIOLATION

Haddonfield School District has a responsibility to ensure that **action is taken only on reliable sources of information**. The following information will trigger the consequences called for in these administrative regulations:

- A. A Official Police Report (from Haddonfield or any other police department) listing students involved in any illegal drug/alcohol related activities. When a police report is received, the consequence will be applied immediately without relation to the criminal or juvenile proceedings or its outcome. Consistent with law, the police report will be part of the student's official record. The offense under this policy and consequence will not be part of the student's official record. However, a supplementary school procedure shall be developed to keep track of student offenses for the purpose of determining repetitive offense histories.
- B. A signed complaint from other than the police with photographic evidence shall be reviewed and the complaint and photographs will be shared with the parents of the students involved for educational counseling only. The incident will not become part of the student's record.
- C. No response will be made to any anonymous information, unless the health and safety of students or staff could be involved. (Bomb scare; weapons, potential suicide, etc.) Anonymous information will be shared with the student's parents or guardians, but will not become part of the student's record.

SCHOOL PROCEDURES

Whenever a report comes to the attention of any member of the Haddonfield School District, it shall be reported to the Principal and Athletic Director. Such reports will be timely reviewed by the Principal and/or Athletic Director. The sponsor (coach or advisor) of the activity or activities in which the student participates shall be informed. The student and parent shall be notified, and the student shall have a chance to present any evidence on his/her behalf. The decision of the Principal will be the final determination of a violation. The Athletic Director and/or Principal shall notify the student, parent and



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the coach/sponsor of the action taken. The coach/sponsor of the activity will meet with the student involved. The appropriate consequence will be implemented immediately.

DEFINITIONS AND TERMS

Extracurricular Activities: Extracurricular participants include students involved in **all extra school activities**

Additional Leadership/Participation Activities subject to the heightened standard:

All sports, including interscholastic and club (but not intramural); Student Council; Peer Leaders; National Honor Society (in addition to the requirements of its national charter); Student Representatives to the BOE; students who participate in an activity to which they must apply and be accepted or are appointed; all elected or appointed officers of a club or activity; performance groups (music, including singing, dance, instrumental, drama); Anytown

Drugs and Alcohol: “Drugs” include all dangerous controlled substances set forth in *N.J.S.A. 24:21-1, as amended*, and all chemicals that release toxic vapors set forth in *N.J.S.A. 2A:170-25.9, et. seq., as amended*, “Alcohol” refers to any commercially sold product usually provided through taverns, bars, nightclubs, casinos, and commercial liquor stores designed for alcoholic consumption that would be covered under the New Jersey state definition of alcoholic beverages.

In-Season: The “season” starts with the first day of practice or participation and ends with the last contest, meeting or practice, whichever is the later date. When a participant is suspended for the number of events indicated, the participant may not perform in the activity until the suspension is completed. Depending on the level of consequence, the student must still report to practice, may dress and be in or around the bench area; may travel with the team; and may still participate in all ways other than to actually play or perform in the event/game.

Out-of-Season: “Out-of-season” encompasses the remainder of the year, which is not “in-season”.

Official Police Report: As provided in NJSA 2A:4A-60, law enforcement is permitted to inform a school principal of certain incidents involving a student. For purposes of this policy, the following will trigger a violation: (a) a juvenile reported and/or charged by law enforcement with an offense covered by this Policy; (b) adjudication or disposition of a covered charge; (c) a student taken into custody for an offense covered by this Policy

Classification of Extracurricular Events: A list of all extracurricular events shall be developed by the Haddonfield Middle School and Haddonfield Memorial High School administrative teams to be as inclusive as possible. These events will be classified as minor events or major events by the student



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councils of Haddonfield Middle School and Haddonfield Memorial High School. This list will be reviewed periodically by the administration and the student leaders.

COMMUNICATION OF THE POLICY TO STUDENTS AND PARENTS

This Policy is to be clearly communicated to all students and parents in the Haddonfield School District through the following: The Policy shall be posted on the Haddonfield School District Website.

1. The Policy will be published in the Haddonfield Memorial High School handbook in its entirety – with a summary statement included on the back cover of the handbook - each year.
2. The Policy will be published in the Haddonfield Middle School handbook each year.
3. The Haddonfield School District building administrative teams and/or guidance counselors shall review this Policy with all new students entering the Haddonfield School District at the Middle School and High School levels.
4. The Policy shall be mailed home to all Haddonfield School District students after adoption by the Board of Education and annually before the start of school each year.
5. The Policy will be distributed to all Haddonfield School District activity sponsors for inclusion in their respective handbooks and other printed materials.
6. The Policy remains in place until changed, but is subject to periodic review by the Haddonfield School District Board of Education Policy Committee which may seek and receive input from students, parents, administrators, and the broader community as it sees fit.

ADOPTED: November, 2006

REVISED: December 13, 2007