

EDUCATION: STUDENTS

Policy 502.4-R

Smoking, Alcohol Consumption and Drugs

Smoking

The Board prohibits anyone from smoking on Board premises and in Board vehicles.

Alcohol and Drugs

Possession of drugs (including alcohol) for illegal purposes or for purposes that would be deemed to have a harmful effect on the character or persons of other students falls under Sections 6, 26 and 85 of the School Act and Sec. 5 of the School Regulation. Although Principals should take into account the circumstances of each case in the manner of a kind, firm and judicious parent, this discretion should be exercised only after consultation with senior administrators. The following is provided for consistency of action among schools:

1. Board policies and regulations related to maintenance of order, suspension, and exclusion must be reviewed and followed as applicable.
2. All students and their parents must be informed that the school will not tolerate the use or possession of a drug or alcohol. If a student is under the influence of, or is in possession of, a drug or alcohol at school activities whenever and wherever held, the Principal may suspend and transfer the student.
3. In any discovery of a drug or alcohol, the Principal must exercise extreme care to ensure that the drugs and alcohol are placed in a secure location which cannot be accessed by any other person. Any substance which may be required later as evidence must not be destroyed and any prohibited or restricted drugs must be turned over to the police as soon as possible.
4. All details regarding a particular situation or incident must be carefully and thoroughly documented by the Principal.
5. If a Principal feels that he/she has a student who is under the influence of, or is in the possession of, a drug, he/she must give immediate consideration to informing the police. There is generally no legal obligation on staff to notify the police. If, however, there is any danger to the welfare of students, the Principal acting as a "reasonable and careful parent" should contact the police.
6. The Principal must immediately contact the parents/guardians of a student found to be under the influence of or in the possession of a drug or alcohol, and inform them of the circumstances, requesting that they come to the school and take the student home:

7. The following actions are recommended guidelines for Principals:
- (a) First offence: Five days' suspension and
 - (i) Probation up to five months. While under probation, the student is required to obtain the permission from the administration before attendance and/or participation at extra-curricular activities and functions. Before approval is given, the student must ensure that positive behaviour has been and is being exhibited.
 - (ii) students must be given notice of the consequences of a second offence.
 - (b) Second offence:
 - (i) a) Five-day suspension, and non-participation and non-attendance at all school-related extra-curricular activities and functions; and/or
 - b) Transfer to another school, with the proviso that the student will not be able to participate in or attend any school-related extra-curricular activities and functions.
 - (ii) Students should be given notice that a recurrence could result in a longer suspension or, if the student is 16 years of age or older, exclusion from school.
 - (c) For the first and second offences, the actions would apply for the entire period during which the student is enrolled in any Richmond school.
 - (d) Third offence: Recommend to the Board of Education, through the Superintendent of Schools, that the student be suspended for an extended period or excluded from school under Sections 26 and 85 of the School Act; and that the student be referred to Support Services for counselling and rehabilitation.
8. Drug Trafficking: Where a student is found to be selling, delivering, giving, or offering to make available to a person a drug or an illegal substance he/she will be suspended by the Principal with a referral to the Board through the Superintendent. The Superintendent may recommend to the Board one or more of the following:
- (a) suspension of a specific duration;
 - (b) transfer to another school;
 - (c) suspension pending criminal charges where there is a threat to the welfare of other students;
 - (d) exclusion from school for students 16 years of age or older under Section 85 of the School Act;
 - (e) referral to the School Medical Officer under Section 91 of the School Act;
 - (f) other action deemed appropriate.

The Board will give the student and his/her parent or guardian an opportunity to meet with the Board before it imposes any disciplinary action recommended by the Superintendent.