

Erle Rivers High School - Alcohol and Drug Discipline Protocol

These procedures operate with the understanding there are 3 levels of severity that apply to Alcohol and Drugs at school. It is also understood that there is a great deal of fluidity between the levels. It is important to note that repeat offenders will be dealt with on a situation-by-situation basis.

Level 1 – Being **Under the Influence** of Alcohol or Drugs at School

Level 2 – **Possession**, at school, of Alcohol or Drugs and/or Paraphernalia associated with Alcohol or Drugs

Level 3 - **Selling or Distributing** Drugs at School or,

Possession of Alcohol or Drugs and/or Paraphernalia associated with Alcohol or Drugs deemed to be **not for Personal Use** at School or,

Possession of Proceeds deemed to be from the Selling or Distributing of Drugs or Alcohol at School

Protocol for Level 1

*Being **Under the Influence** of Alcohol or Drugs at School

Please note the following procedures apply to first time offenders and the severity of sanctions could be increased in situations involving repeat offenders.

1. Student is suspended for one to four days. (Determined by situation)
2. Parents are contacted and informed of the situation
3. Police are notified of the situation.
4. Parents are asked to come in to pick up the student from school. Student will not be sent home until dismissal time if parents are not able to pick up unless requested by the parents that the student be sent from school unescorted.
5. Letter is sent to parents outlining situation, date of reinstatement and reinstatement Parent Meeting as well as Conditions of reinstatement and notification of Police.
6. Every student committing a Drug or Alcohol offence will receive mandatory Alberta Health Services counselling as a Condition of Reinstatement. This counselling can

continue beyond the initial session with parent permission.

7. Every student and parent of the student committing a Drug or Alcohol offence will be informed that future Drug or Alcohol related offences may result in a Recommendation to the Board for Expulsion.
8. If the offense occurs at a school activity, (i.e. school dance) the student involved will be banned indefinitely from all “like” activities with a review date one year from the date of the offence.

Protocol for Level 2

* **Possession**, at school, of Alcohol or Drugs and/or Paraphernalia associated with Alcohol or Drugs

Please note the following procedures apply to first time offenders and the severity of sanctions could be increased in situations involving repeat offenders.

1. Student is suspended for one to four days. (Determined by situation)
2. Parents are contacted and informed of the situation.
3. Police are immediately notified of the situation.
4. Parents are asked to come in to pick up the student from school. Student will not be sent home until dismissal time if parents are not able to pick up unless requested by the parents that the student be sent from school unescorted.
5. Letter is sent to parents outlining situation, date of reinstatement and reinstatement Parent Meeting as well as Conditions of reinstatement and notification of Police.
6. Every student committing a Drug or Alcohol offence will receive mandatory Alberta Health Services counselling as a Condition of Reinstatement. This counselling can continue beyond the initial session with parent permission.
7. Every student and parent of the student committing a Drug or Alcohol offence will be informed that future Drug or Alcohol related offences may result in a Recommendation to the Board for Expulsion.
8. If the offense occurs at a school activity, (i.e. school dance) the student involved will be banned indefinitely from all “like” activities with a review date one year from the date of the offence.

Protocol for Level 3

***Selling or Distributing** Drugs at School or,

***Possession** of Alcohol or Drugs and/or Paraphernalia associated with Alcohol or Drugs deemed to be **not for Personal Use** at School or,

***Possession of Proceeds** deemed to be from the Selling or Distributing of Drugs or Alcohol at School

1. Student is suspended for four days with a recommendation to the Board for Expulsion.
2. Parents are contacted and informed of the situation. Parents are asked to come in to pick up the student from school. Student will not be sent home until dismissal time if parents are absolutely unable to come to the school.
3. Police are immediately notified of the situation.
4. Associate Superintendent – Division of Instructional Services and the Superintendent of Schools are notified of the situation.
5. Letter is sent to parents outlining situation, the Recommendation for Expulsion, notification of Police and District Office Personnel.
6. Student information package will be sent from the school to the Associate Superintendent. This package will include:
 - Demographic information
 - Incident Report
 - Background information
 - Attendance
 - Current schedule
 - Academic history (transcript)
 - Most recent report card(s)
 - Complete discipline history
7. The office of the Associate Superintendent will schedule the expulsion hearing within ten days of the incident.