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Use of Drugs and AlcoholA. Generally

As in handling all student health problems, school personnel should be cognizant of the need and responsibility to think in terms of the welfare of the individual student as well as the entire student population. Because of the seriousness of a substance abuse problem, no one staff member should attempt to handle such a problem alone but should follow the procedures listed below:

B. Procedures - Drugs and Alcohol

1. All referrals for drug and alcohol use or abuse or suspected use should be referred to the principal or his/her designee.
2. The principal or his/her designee will report all incidents involving the recovery of suspected drugs, contraband, or drug paraphernalia to the Lynchburg Police Department immediately by calling requesting that an officer respond to the school. A similar process will be followed in cases involving alcohol abuse, e.g., possession, under the influence, etc.
3. In situations involving suspected use, distribution or sale of drugs, the principal or his/her designee should notify the Vice/Intelligence Unit of the Lynchburg Police Department. In the event a vice officer is unavailable, call the watch commander or his/her designee to discuss the situation.
4. School administrators, teachers, or other staff members who recover suspected drugs, contraband, or paraphernalia, should place the item(s) in a secure and locked area determined by the principal until the item(s) can be turned over to the police. It is essential that the police be notified immediately and that the substance in question not be moved or transported until the police arrive. It is important that the number of persons handling the substance be kept to a minimum.
5. The suspected drug, contraband, or paraphernalia will be given to the police. School personnel are not to remove the suspected items from the school.
6. The principal or his/her designee will inform the parents/guardians regarding the discovery of drug substance or paraphernalia. The procedure for suspension will be the same as in all suspension cases with a copy of the suspension mailed to the parent, a copy to the superintendent, and a copy on file at the school.

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7. Normally, police investigate incidents to determine if criminal activity occurred. If so, police will determine whether to seek an arrest warrant or whether to refer to Juvenile and Domestic Relations Court.

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