

**WESTFIELD PUBLIC SCHOOLS**  
Westfield, New Jersey 07090

**PUPILS**  
**5530**  
**Substance Abuse**  
**M**  
*Regulations Follow*

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## **5530 SUBSTANCE ABUSE**

The Board of Education recognizes that a pupil's abuse of harmful substances seriously impedes that pupil's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish policies and procedures in operating programs to support the social, emotional, and physical development of students in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-4.1 et seq. The Board of Education will maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

**A. Definitions** *N.J.S.A. 18A:40A-9; N.J.A.C. 6A:16-1.3; 6A:16-4.1 et seq.*

The definitions as outlined in N.J.S.A. 18A:40A et seq., N.J.A.C. 6A:16 et seq., and those terms defined in Regulation 5530 shall be used for the purposes of this Policy and Regulation.

**B. Discipline** *N.J.S.A. 18A:40A-10; 18A:40A-11; N.J.A.C. 6A:16-4.1(c)2.; 6A:16-6.3(a)*

The Board prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds according to N.J.S.A. 18A:40A-9, 10, and 11.

A pupil who uses, possesses, or distributes alcohol or other drugs will be subject to discipline in accordance with the district's Code of Conduct. School authorities also have the authority to impose a consequence on a student for conduct away from school grounds in accordance with the provisions of N.J.A.C. 6A:16-7.5. . Discipline may include suspension or expulsion. The Board may establish consequences for a pupil not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors.

**C. Instruction** *N.J.S.A. 18A:40A-1 et seq.; N.J.A.C. 6A:16-3.1*

The Board shall provide an instructional program on the nature of drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-3.1

**D. Reporting, Notification and Examination** *N.J.S.A. 18A:40A-11 through 18A:40A-17, N.J.A.C. 6A:16-3.1; 6A:16-4.1; 6A:16-4.2; 6A:16-4.3*

1. Alcohol or Other Drugs

- a. Any educational staff member or other professional to whom it appears that a pupil may be under the influence of alcohol or other drugs as identified in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) on school grounds shall report the matter in accordance with N.J.A.C. 6A:16-4.3(a)1.
- b. An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Principal, or designee, and the Superintendent in accordance with N.J.A.C. 6A:16-4.3(a)2 through 4.3(a)8. Students who are non-compliant with an immediate substance abuse assessment will be disciplined as if they had received a positive result.
- c. If the written report of the medical examination is not provided within twenty-four hours of the referral of the pupil, the pupil shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the examining physician, unless the pupil was also removed for violating the district's Code of Conduct.
- d. If the written report of the medical evaluation verifies that alcohol or other drugs do not interfere with the pupil's physical or mental ability to perform in school, the pupil shall be immediately returned to school. If there is a positive determination from the medical examination indicating the pupil's alcohol or other drug use interferes with his or her physical or mental ability to perform in school, the pupil shall be returned to the care of the parent(s) or legal guardian(s) as soon as possible. Attendance at school shall not resume until a written report has been submitted to the parent, Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student that verifies the pupil's alcohol or other drug use no longer interferes with his or her physical and mental ability to perform in school.
- e. Removal of a pupil with a disability shall be in accordance with N.J.A.C. 6A:14.

- f. While a pupil is at home because of the medical evaluation or after the pupil returns to school, an appropriately certified school staff member(s) will conduct an alcohol and other drug assessment of the pupil and a reasonable investigation of the situation and may initiate referral alcohol or other drug abuse treatment in accordance with N.J.A.C. 6A:16-4.3(a)12, 4.3(a)13, and 4.3(a)14.
  - g. Disclosure to law enforcement authorities of the identity of a student in instances of alcohol and other drugs shall be in accordance with the requirements of N.J.A.C. 6A:16-4.3(a)3.
  - h. The Board may provide additional intervention and referral services for the pupil according to the requirements of N.J.S.A. 18A:40A-10 and N.J.A.C. 6A:16-8.
2. Anabolic Steroids
- a. Whenever any teaching staff member, certified or non-certified school nurse, or other educational personnel has reason to believe a pupil has used or may be using anabolic steroids, the person shall report the matter in accordance with N.J.A.C. 6A:16-4.3(b)1.
  - b. The Principal or designee upon receiving such report shall immediately notify the parent(s) or legal guardian(s) and Superintendent and shall arrange for an examination of the pupil as soon as possible to determine whether the pupil has been using anabolic steroids in accordance with N.J.A.C. 6A:16-4.3(b)2.
  - c. Disclosure to law enforcement authorities of the identity of students in instances of anabolic steroids shall be in accordance with the requirements of N.J.A.C. 6A:16-4.3(b)3.
  - d. A written report of the examination shall be provided by the examining physician to the parent(s) or legal guardian(s), Principal, and Superintendent.
  - e. If it is determined the pupil has used anabolic steroids, an appropriately certified school staff member(s) shall interview the pupil and others to determine the extent of the pupil's involvement with and use of anabolic steroids and the possible need for referral for treatment in accordance with N.J.A.C. 6A:16-4.3(b)5.

- f. If the results of a referral for evaluation have positively determined the pupil's involvement with and use of anabolic steroids represents a danger to the pupil's health and well-being, an appropriately certified school staff member(s) shall initiate a referral for treatment to agencies and/or private practitioners as outlined in N.J.A.C. 6A:16-4.3(b)6.
3. A school employee who seizes or discovers alcohol or other drugs, or an item believed to be a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall comply with the provisions of N.J.A.C. 6A:16-6.4.
4. The Board will provide intervention, referral for evaluation, and referral for treatment services to those students that are affected by alcohol or other drug use in accordance with the provisions of N.J.A.C. 6A:16-4.1(c)7.
5. Refusal or failure by a parent to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated as a policy violation of the Compulsory Education Act, pursuant to N.J.S.A. 18A:38-25 and 31, and child neglect laws, pursuant to N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11.
6. Refusal or failure of a student to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated by the school district as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.1(c)2.

**E. In-Service Training** *N.J.S.A. 18A:40A-15*

The Board directs the Superintendent to develop a program of in-service training for all teaching staff members involved in the instruction of pupils in accordance with the provisions of N.J.S.A. 18A:40A-15. The Board will provide time for the conduct of the program during the usual school schedule. .

**F. Parent Training Program/Outreach Program** *N.J.S.A. 18A:40A-16; 18A:40A-17; N.J.A.C. 6A:16-4.1(c)8.*

The Board will provide a parent training program/outreach program in accordance with the provisions of N.J.S.A. 18A:40A-16 and 17.

**G. Records and Confidentiality of Records** , 42 CFR Part 2; N.J.S.A. 18A:40A-7.1; 18A:40A-7.2, N.J.A.C. 6A:16-3.2; 6A:32-7.1 et seq.

Notations concerning a pupil's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and to Policy 8330 (Pupil Records) regarding confidentiality. Information concerning a pupil's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, N.J.A.C. 6A:16-3.2, and N.J.A.C. 6A:16-6.5.

If an elementary or secondary pupil who is participating in a school-based drug or alcohol abuse counseling program provides information during the course of a counseling session in that program which indicates that the pupil's parent(s) or legal guardian(s) or other person residing in the pupil's household is dependent upon or illegally using a substance as that term is defined in N.J.S.A. 18A:40A-9, that information shall be kept confidential and may be disclosed only in accordance N.J.S.A. 18A:40A-7.1 and N.J.A.C. 6A:16-3.2..

**H. Nonpublic School Pupils** N.J.S.A. 18A:40A-5; 18A:40A-17c

The Board has the power and duty to loan to pupils attending nonpublic schools located in this district and to the parent(s) or legal guardian(s) of such pupils all educational materials on the nature and effects of drugs, alcohol, anabolic steroids, tobacco and controlled dangerous substances developed and made available by the Commissioner of Education. The Board shall not be required to expend funds for the loan of these materials..

**I. Civil Immunity** N.J.S.A. 18A:40A-13, 18A:40A-14; N.J.A.C. 6A:16-4.3(c)

No action of any kind in any court of competent jurisdiction shall lie against any employee, officer or agent of the Board because of actions taken under the education statutes on substance abuse, N.J.S.A. 18A:40A-1 et seq., provided the skill and care given is that ordinarily required and exercised by other such employees, officers and agents of the Board in accordance with the provisions of N.J.S.A. 18A:40A-13.

Any educational or non-educational Board employee who in good faith reports a pupil to the Principal or designee in compliance with N.J.A.C. 6A:16-4.3 shall not be liable in civil damages as a result of making such a report, as specified in N.J.S.A. 18A:40A-13 and 14.

**J. Reporting Pupils to Law Enforcement Authorities** *N.J.A.C. 6A:16-4.1; 6A:16-6.3*

The Superintendent or designee shall disclose to law enforcement authorities the identity of a pupil reasonably believed to be in possession of a controlled dangerous substance, including anabolic steroids, or related paraphernalia or involved or implicated in distribution activities regarding controlled dangerous substances, including anabolic steroids pursuant to N.J.A.C. 6A:16-4.1(c)9. . The Superintendent or designee shall not disclose the identity of the pupil who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem provided the pupil is not reasonably believed to be involved or implicated in a drug-distribution activities.

The Superintendent or designee may disclose to law enforcement authorities the identity of a pupil suspected to be under the influence of alcohol and/or other drugs , pursuant to N.J.A.C. 6A:16-4.1(c)9.i.,. Law enforcement authorities shall not be notified of the findings if a student’s alcohol or other drug test was obtained as a result of a district’s voluntary random drug testing program pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.

**K. Policy Review and Accessibility** *N.J.S.A. 18A:40A-10; 18A:40A-11; N.J.A.C. 6A:16-4.2(a) and (b)*

The Board will annually review the effectiveness of Policy and Regulation 5530 on pupil alcohol and drug abuse. As is necessary, such review may occur in consultation with appropriate teaching staff members, a local agency approved by the State Department of Health and community members.

This policy and regulation shall be annually disseminated, to all school staff , pupils, and parent(s) or legal guardian(s) through the district website or other means.

N.J.S.A. 18A:40A-1 et seq.; 18A:40A-7.1 et seq.

N.J.A.C. 6A:16-1.1 et seq.; 6A:16-4.1 et seq.; 6A:16-6.1 et seq.

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**R 5530 SUBSTANCE ABUSE**

The following procedures are established in implementation of Policy 5530, Substance Abuse.

**A. Definitions**

1. “Evaluation” means procedures used by a certified or licensed professional to make a positive determination of a pupil’s need for programs and services which extend beyond the general school program by virtue of learning, behavior or health difficulties of the pupil or the pupil’s family.
2. “Other drugs” mean substances as defined in N.J.S.A. 18A:40A-9 and substances as defined in N.J.A.C. 6A:16-4.1(a).
3. “Referral for evaluation” means programs and services suggested to a pupil or his or her family in order to make a positive determination regarding a pupil’s need for services that extend beyond the general school program.
4. “Parent” means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s) or parent surrogate(s) of a pupil. Where parents are separated or divorced, “parent” means the person or agency who has legal custody of the pupil, as well as the natural or adoptive parent(s) of the pupil, provided such parental rights have not been terminated by a court of appropriate jurisdiction.
5. “Referral for treatment” means programs and services suggested to a student or to his or her family to help implement the recommendations resulting from an evaluation, pursuant to N.J.A.C. 6A:16-1.3 and 4.1(c)5 and 6; in response to a positive alcohol or other drug test result, pursuant to N.J.A.C. 6A:16-4.4; or in response to the family’s request for assistance with a learning, behavior, or health difficulty, pursuant to N.J.A.C. 6A:16-4.1(c)7 and 8.
6. “School grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central facilities including, but not limited to, kitchens and maintenance shops. “School grounds” also include other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds; and other recreational places owned

by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land. "School grounds" also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration as defined in N.J.A.C. 6A:26-1.2.

7. "Substance" as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages, controlled dangerous substances, including anabolic steroids as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4 and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
8. "Substance abuse" means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.
9. "Under the influence" of substances means that the pupil is observed in the use of a substance or exhibits physical and/or behavioral characteristics that indicate the immediate use of a substance.

**B. Discipline.**

1. Any violation of Board rules prohibiting the use, possession and/or distribution of a substance is a serious offense, and the pupil who violates a substance abuse rule will be disciplined accordingly. Repeated violations are more severe offenses and warrant stricter disciplinary measures. Pupils who violate the substance abuse rules will be disciplined graded to the severity of the offenses, the nature of the problems, the pupil's needs in accordance with the district Code of Conduct.
2. In accordance with N.J.A.C. 6A:16-4.1(c), appropriate disciplinary action will be taken in the event the pupil does not follow through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors.



C. Intervention, Referral for Evaluation, and Referral for Treatment Services

1. The provision of intervention, referral for evaluation, and referral for treatment services for pupils who are affected by alcohol or other drug use.
  - a. The intervention, referral for evaluation, and referral for treatment services shall be provided by an individual who holds the educational services certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners, or by an individual who holds one of the following educational services certificate endorsements: school nurse; school nurse/non-instructional; school psychologist; school counselor; school social worker; or student personnel services and is trained in alcohol and other drug abuse intervention, assessment, referral for evaluation, and referral for treatment skills.
  - b. The intervention, referral for evaluation, and referral for treatment services shall include one or more of the following:
    - (1) Provisions for a program of instruction, counseling, and related services provided by the district Board of Education while a pupil receives medical treatment for a diagnosed alcohol or other drug dependency problem;
    - (2) Referral to a community agency, as defined in N.J.A.C. 6A:16-4.1(b), out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or private practitioners authorized by the appropriate drug and alcohol licensing board;
    - (3) Provisions for support services for pupils who are in, or returning from, medical treatment for alcohol and other drug dependency; or
    - (4) A special class, course or educational program designed to meet the needs of pupils with alcohol or other drug use problems.

D. Reporting, Notification, and Examination Procedures

1. Students Suspected of Using Anabolic Steroids – N.J.A.C. 6A:16-4.3(b)
  - a. Whenever a teaching staff member, certified or non-certified nurse or other educational personnel has reason to believe that a pupil has used or may be using

anabolic steroids the person shall report the matter as soon as possible to the Principal or, in the Principal's absence, to a person designated by the Principal and either the certified or non-certified school nurse, the school physician or the student assistance coordinator.

- b. In response to a report of suspected anabolic steroid use, including instances when a report is made to law enforcement, the Principal or designee shall immediately notify the pupil's parent(s) or legal guardian(s) and the Superintendent. The Principal or designee shall arrange for an examination of the student by a physician licensed to practice medicine or osteopathy selected by the parent.
  - (1) If the physician chosen by the parent is not available to perform the examination, the examination shall be conducted by the school physician or other physician identified by the Principal.
  - (2) The pupil shall be examined as soon as possible for the purpose of determining whether the pupil has been using anabolic steroids.
- c. The Superintendent or designee may disclose to law enforcement authorities the identity of a pupil suspected to have used or to be using anabolic steroids.
  - (1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a pupil reasonably believed to be in possession of anabolic steroids or related paraphernalia or a pupil reasonably believed to be involved or implicated in distribution activities involving anabolic steroids.
- d. The examining physician shall provide to the parent, Principal, and Superintendent a written report of the examination.

- e. If it is determined that the pupil has used anabolic steroids, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following educational services certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker or student personnel services and is trained to assess alcohol and other drug abuse shall interview the pupil and others, as necessary, for the purpose of determining the extent of the pupil's involvement with and use of anabolic steroids and the possible need for referral for treatment.
    - (1) To make this determination, the school staff member(s) identified above may conduct a reasonable investigation, which may include interviews with the pupil's teachers and parents and consultation with experts in pupil alcohol or other drug abuse.
  - f. If results of a referral for evaluation positively determined the pupil's involvement with and use of anabolic steroids represents a danger to the pupil's health and well-being, the school staff member(s) identified in D.1.e. above who is trained to assess alcohol and other drug abuse shall initiate a referral for treatment to appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b), to out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or to private practitioners certified by the appropriate drug and alcohol licensing board.
2. Students Suspected of Being Under the Influence of Alcohol or Other Drugs Other Than Anabolic Steroids – N.J.A.C. 6A:16-4.3(a)
- a. Any educational staff member or other professional to whom it appears that a pupil may be currently under the influence of alcohol or other drugs on school grounds, shall report the matter as soon as possible to the Principal or in his or her absence, to his or her designee, and either the certified school nurse, non-certified school nurse, school physician, or student assistance coordinator, pursuant to N.J.S.A. 18A:40A-12.

- (1) In instances where the Principal and either the certified school nurse, non-certified school nurse, school physician or the student assistance coordinator are not in attendance, the staff member responsible for the school function shall be immediately notified.
  - (2) The referring staff member shall file with the Principal a report describing the incident. The form shall include all information necessary for a complete, accurate reporting on the Student Safety Data System Incident Report form, according to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3.
- b. In response to every report by an educational staff member or other professional of suspected student alcohol or other drug use, including instances when a report is made to law enforcement, the Principal or designee shall:
- (1) Immediately notify the pupil's parent(s) or legal guardian(s) and the Superintendent and/or designee.
  - (2) Arrange for an immediate medical examination of the pupil for the purposes of providing appropriate health care and for determining whether the pupil is under the influence of alcohol or other drugs, other than anabolic steroids; and
  - (3) Any substance screening conducted by the school nurse and/or other staff is not a substitute for the required medical examination required in N.J.S.A. 18A:40A-12.
- c. The Superintendent or designee may disclose to law enforcement authorities the identity of a pupil suspected to be under the influence of alcohol or other drugs.
- (1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a pupil reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a pupil reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
- d. The medical examination shall be performed by a physician licensed to practice medicine or osteopathy who is selected by the parent(s) or legal guardian(s).

- (1) The parent will be provided, in writing, the minimum requirements for the immediate medical examination, which will include, but not be limited to, the substances to be tested by the physician, the cut-off levels of each substance to be tested, the time period the immediate medical examination must be conducted, and any other requirements of the examination.
  - (2) The examination shall be at the expense of the parent and not the district Board of Education.
- e. If the physician chosen by the parent is not immediately available, the medical examination shall be conducted by the school physician.
  - (1) If the school physician is not available, the pupil shall be accompanied by a member of the school staff designated by the Principal to the emergency room of the nearest hospital for examination.
  - (2) The pupil's parent(s) or legal guardian(s), if available, shall also accompany the student. .
  - (3) When the medical examination is conducted by the school physician or a physician at the emergency room of the nearest hospital, the examination shall be at the expense of the district Board of Education.
- f. The Board of Education will have a plan in place for the appropriate supervision of the student:
  - (1) While waiting for a parent to take the student to the physician selected by the parent, or while the student is waiting for and receiving the medical examination by the school physician or the physician in an emergency room; and
  - (2) Provisions will be made for the appropriate care of the student while awaiting the results of the medical examination.
- g. A written report of the medical examination of the pupil shall be furnished to the pupil's parent, the Principal and the Superintendent by the examining physician within twenty-four hours of the referral of the pupil for suspected alcohol or other drug use.

- (1) The school district, in cooperation with the school physician or medical professionals licensed to practice medicine or osteopathy, shall establish minimum requirements for the medical report. The minimum requirements for the examination will be periodically reviewed and updated as needed.
  - (2) The report's findings shall verify whether the pupil's alcohol or other drug use interferes with his or her physical and mental ability to perform in school.
- h. When the medical examination is performed by a physician other than the school physician or at the emergency room of the nearest hospital, the school district will require the parent to verify within twenty-four hours of the notification that the pupil is suspected of alcohol or other drug use that a medical examination was performed in compliance with this Policy was performed.
  - (1) The verification shall include, at a minimum, the signature, printed name, address and phone number of the examining physician, the date and time of the medical examination, and the date by which the report required in this Policy will be provided.
  - (2) Refusal or failure by a parent to comply with this requirement shall be treated as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.3(d).
- i. If the written report of the examination is not submitted to the parent, Principal and Superintendent within twenty-four hours of the referral of the pupil for suspected alcohol or other drug use, the pupil shall be allowed to return to school until such time as positive determination of alcohol or other drug use is received from the examining physician, unless the pupil was also removed for violating the district's Code of Conduct.
- j. If the written report of the medical examination verifies that alcohol or other drugs do not interfere with the pupil's physical and mental ability to perform in school, the pupil will be immediately returned to school.

- k. If there is a positive determination from the medical examination, indicating the pupil's alcohol or other drug use interferes with his or her physical or mental ability to perform in school
- (1) The pupil will be returned as soon as possible to the care of the parent.
  - (2) Attendance at school shall not resume until a written report has been submitted to the parent(s) or legal guardian(s), the Principal and Superintendent from a physician license to practice medicine or osteopathy who has examined the pupil to determine whether alcohol or other drug use interferes with his or her physical or mental ability to perform in school.
    - (a) The report shall verify that the pupil's alcohol or other drug use no longer interferes with the pupil's physical and mental ability to perform in school.
  - (3) Removal of a pupil with a disability shall be made in accordance with N.J.A.C. 6A:14.
- l. While the pupil is home because of the medical examination or after the pupil returns to school, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Education Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall:
- (1) Conduct an alcohol and other drug assessment of the pupil and a reasonable investigation of the situation, which may include interviews with the pupil's teachers and parents and consultation with experts in pupil alcohol or other drug abuse, for the purpose of making a preliminary determination of the pupil's need for educational programs, supportive services or treatment that extend beyond the general school program by virtue of the pupil's use of alcohol or other drugs
    - (a) The findings of the assessment alone shall not prevent a pupil from attending school; and

- (2) Cooperate with community agencies as defined in N.J.A.C. 6A:16-4.1(b) and juvenile justice officials in providing evaluation, referral and continuity of care for alcohol or other drug abuse treatment.
  - m. While the pupil is at home because of the medical examination or after his or her return to school, the Principal or Superintendent may recommend or require alcohol and other drug assessment of the pupil or evaluation by appropriately certified or licensed professionals to make a positive determination of a pupil's need for programs and services that extend beyond the general school program, as necessary.
    - (1) The findings of these additional evaluations alone shall not be used to prevent a pupil from attending school.
  - n. If at any time it is determined that the a pupil's use of alcohol or other drugs presents a danger to the pupil's health and well-being, an individual who holds the Educational Services Certificate student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker or student personnel services and is trained in alcohol and other drug abuse treatment referral shall initiate a referral for substance abuse treatment.
- E. Handling of Alcohol or Other Drugs
  - 1. A pupil's person, effects, or school storage places may be searched for substances in accordance with Board Policy and applicable laws regarding searches in schools.
  - 2. A school employee who seizes or discovers a substance, or an item believed to be a substance or drug paraphernalia, shall immediately notify and turn it over to the Principal or designee.
    - a. The Principal or designee shall immediately notify the Superintendent or designee who in turn shall notify the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.



- b. In accordance with the provisions of N.J.A.C. 6A:16-6.4(a), the school employee, Principal or designee shall safeguard the alcohol, other drug, or paraphernalia against further destruction and shall secure the alcohol, other drug, or paraphernalia until it can be turned over to the County Prosecutor or designee.
- c. The Principal or designee shall provide to the County Prosecutor or designee all information concerning the manner in which the alcohol, other drug, or paraphernalia was discovered or seized, including:
  - (1) The identity of all persons who had custody of the substance or paraphernalia following its discovery or seizure; and
  - (2) The identity of the student believed to have been in possession of the substance or paraphernalia.
- d. The Principal or designee shall not disclose the identity of a student who voluntarily and on his or her own initiative turned over the alcohol, other drug, or paraphernalia to a school employee, provided there is reason to believe the student was involved with the alcohol, other drug, or paraphernalia for the purpose of personal use and not distribution activities, and further provided the student agrees to participate in an appropriate treatment or counseling program.
  - (1) For the purposes of N.J.A.C. 6A:16-6.4, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall not constitute a voluntary, self-initiated request for counseling and treatment.

**F. Reporting Students to Law Enforcement Agencies**

- 1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of his or her employment, has reason to believe that a student has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal or, in the absence of the Principal, to the staff member responsible at the time of the alleged violation.

2. Either the Principal or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
3. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the student involved.
4. The Superintendent or designee; however, shall not disclose the identity of a student who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem, provided the student is not reasonably believed to be involved or implicated in drug-distribution activities.
5. For the purpose of N.J.A.C. 6A:16-6.3, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.
6. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol and/or controlled dangerous substances, pursuant to N.J.A.C. 6A:16-4.3(a), or a student suspected to have used or who may be using anabolic steroids, pursuant to N.J.A.C. 6A:16-4.3(b), and who is referred for a medical examination, pursuant to N.J.A.C. 6A:16-4.3(a) or (b), as appropriate, for the purposes of providing appropriate health care for the student and for determining whether the student is under the influence of alcohol or other drugs or has been using anabolic steroids. The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
7. Law enforcement authorities shall not be notified of the findings if a student's alcohol or other drug test, pursuant to N.J.A.C. 6A:16-4.3(a)3i and N.J.A.C. 6A:16-4.3(b)3i and N.J.A.C. 6A:16-4.3(a)4, was obtained as a result of the district Board of Education's voluntary random drug testing policy, pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4

**G. Parent Training Program/Outreach Programs**

1. A substance abuse training program will be offered to the parents of pupils enrolled in the district. The program will be offered at times and places convenient to parent(s) or legal guardian(s) and on school premises or in other suitable facilities.
2. The program shall, at a minimum, provide:
  - a. A thorough and comprehensive review of the substance abuse instruction curriculum to be taught to the children of the parents during the school year with recommendations as to the ways in which the parent may enhance, reinforce and supplement that program;
  - b. Information on the pharmacology, physiology, psychosocial, and legal aspects of substance abuse;
  - c. Instruction to assist the parent in the identification of the symptoms and behavioral patterns that might indicate a child may be involved in substance abuse;
  - d. Information on the State, local, and community organizations which are available for the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse; and
  - e. A review of Board Policy and Regulations on substance abuse with attention to the role of parents.
3. The Board will establish an outreach program to provide substance abuse education for the parents of students in the district. In establishing the program, the Board shall consult with such local organizations and agencies as are recommended by the Commissioner. The Board shall insure the program is offered at times and places convenient to the parents of the district on school premises, or at other suitable facilities.
  - a. In addition to the substance abuse education program required pursuant to N.J.S.A. 18A:40A-17, the Board shall provide assistance to parents who believe that their child may be involved in substance abuse.

H. Records and Confidentiality of Records

1. Notations concerning a pupil's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and Policy 8330 (Pupil Records)
2. Information concerning a pupil's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, and N.J.A.C. 6A:16-3.2.
3. If a pupil involved in a school-based drug and alcohol counseling program provides information during the course of a counseling session which indicates the pupil's parent(s) or legal guardian(s) or other person residing in the pupil's household is dependent upon or illegally using substances pursuant to N.J.S.A. 18A:40A-7.1 and 7.2 , that information shall be kept confidential and may be disclosed only under the circumstances expressly authorized as follows:
  - a. Subject to the pupil's written consent, to another person or entity whom the pupil specifies in writing in the case of a secondary pupil, or to a member of the pupil's immediate family or the appropriate school personnel in the case of an elementary pupil;
  - b. Pursuant to a court order;
  - c. To a person engaged in a bona fide research purpose; except that no names or other information identifying the pupil or the person with respect to whose substance abuse the information was provided, shall be made available to the researcher; or
  - d. To the Division of Child Protection and Permanency (DCP&P) or to a law enforcement agency, if the information would cause a person to reasonably suspect that the pupil or another child may be an abused or neglected child in accordance with statute or administrative code.

Any disclosure made pursuant to H.3.a. and b. above shall be limited to that information which is necessary to carry out the purpose of the disclosure, and the person or entity to whom the information is disclosed shall be prohibited from

making any further disclosure of that information without the pupil's written consent. The disclosure must be accompanied by a written statement from the Superintendent or designee advising the recipient that the information is being disclosed from the records the confidentiality of which is protected by N.J.S.A. 18A:40A-7.1 et seq. and that this law prohibits any further disclosure of this information without the written consent of the person from whom the information originated.

Nothing in this Policy or Regulation prevents the DCP&P or a law enforcement agency from using or disclosing the information in the course of conducting an investigation or prosecution. Nothing in this Policy or Regulation shall be construed as authorizing the violation of any federal law.

The prohibition on the disclosure of information provided by a pupil shall apply whether the person to whom the information was provided believes that the person seeking the information already has it, has other means of obtaining it, is a law enforcement or other public official, has obtained a subpoena, or asserts any other justification for the disclosure of this information.

A person who discloses or willfully permits the disclosure of information provided by a pupil in violation of this Policy is subject to fines in accordance with N.J.S.A. 18A:40A-7.2.

4. Each incident of substance abuse shall be reported to the Commissioner on the Student Safety Data System (SSDS) Incident Report form.

In Effect: August 26, 2014  
Revised:

## **5533 PUPIL SMOKING**

The Board of Education recognizes the use of tobacco presents a health hazard that can have serious implications both for the smoker and the nonsmoker and that smoking habits developed by the young may have lifelong harmful consequences.

For the purposes of this policy, "smoking" means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe, or any other matter or substance which contains tobacco or any other matter that can be smoked including the use of smokeless tobacco and snuff, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

For the purpose of this Policy, "electronic smoking device" means an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, or pipe.

For the purposes of this policy, "school buildings" and "school grounds" means and includes land, portions of land, structures, buildings, and vehicles owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and any other central facilities including, but not limited to, kitchens, and maintenance shops. "School buildings" and "school grounds" also include athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. "School buildings" and "School grounds" also includes other facilities as defined in N.J.A.C. 6A:26-1.2; playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

The Board prohibits smoking by pupils at any time in school buildings and on any school grounds at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board.

A sign indicating smoking is prohibited in school buildings and on school grounds will be posted at each public entrance of a school building in accordance with law. The sign shall also indicate violators are subject to a fine. Pupils who violate the provisions of this policy shall be subject to appropriate disciplinary measures in accordance with the district's Code of Conduct and may be subject to fines in accordance with law.

**PUPILS**  
**5533**  
**Pupil Smoking**

**M**

***Regulations Follow***

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The Board directs that the health curriculum include instruction in the potential hazards of smoking. All school staff members shall make every reasonable effort to discourage pupils from developing the habit of smoking.

In the event the Principal or designee determines a pupil has violated Policy 5533, the pupil will be assigned appropriate discipline in accordance with the district's Code of Conduct.

The Board of Education will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63.

N.J.S.A. 18A:40A-1

N.J.S.A. 26:3D-55 through 26:3D-63

N.J.A.C. 6A:16-1.3

N.J.A.C. 8:6-7.2; 8:6-9.1 through 8:6-9.5

Approved: June 25, 2002

Revised: May 15, 2012

First Reading: March 27, 2018

Second Reading:

## **R 5533 PUPIL SMOKING**

The Board of Education is committed to maintaining a smoke-free environment on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board of Education. The school administration and all school staff members shall strictly enforce this smoking prohibition and will work together to ensure pupils do not smoke in violation of Board Policy 5533 and the law.

### A. Notice Provisions

1. A sign shall be posted in every school building indicating smoking is prohibited in any school building or on school grounds. The sign shall also indicate violators will be subject to a fine.
2. Each school's student handbook will indicate smoking is prohibited on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board of Education.
3. A public address announcement will be made, when practicable, at school-sponsored events indicating smoking is prohibited in school buildings and on school grounds.

### B. Reporting Procedures

1. Any teaching staff member who observes a pupil smoking in violation of Policy 5533 shall inform the pupil to cease smoking and report the violation to the Principal or designee.
2. Any support staff member who observes a pupil smoking in violation of Policy 5533 shall either inform a teaching staff member, who shall report the violation to the Principal or designee or the support staff member may report the violation directly to the Principal or designee.



3. The Principal or designee will investigate each report received from a staff member and make a determination whether the pupil has violated Board Policy 5533.

**C. Violation Consequences**

1. In the event the Principal or designee determines a pupil has violated Policy 5533, the pupil will be assigned appropriate discipline in accordance with the district's Code of Conduct.
2. The Principal or designee will notify the pupil's parent(s) or legal guardian(s) when discipline is being imposed for a violation of Policy 5533.

## **5550 DISAFFECTED PUPILS**

The Board of Education believes that the educational needs of all pupils should be served. The Board will make every reasonable effort to identify and serve disaffected pupils whose learning is impeded by environmental circumstances, the pupil's attitude, or an inappropriate instructional program.

For the purposes of this policy, "disaffected pupil" means the pupil who is performing well below his/her social or academic capacity and who has instructional needs that are not being met by the regular instructional program.

Disaffected pupils may include pupils unable to function properly within a traditional school program; pupils of average or above average intelligence and ability who achieve below their potential; pupils unable to establish occupational or future goals; pupils with a pattern of behavior problems, including problems with attendance and tardiness; pupils who lack motivation, direction, and decision making ability; pupils who possess a poor self-image; pupils suffering stressful family settings; pupils hostile toward adults and authority figures; pupils in difficulty with community and law enforcement agencies; and pupils lacking interest in school and avoiding involvement in school activities.

Teaching staff members shall be alert to pupils experiencing difficulty in their classes. Any such pupil who does not appear to be disabled may be referred to the Intervention and Referral Services (I&RS) Committee.

A disaffected pupil who may have disabilities shall be referred to the Child Study Team for evaluation in accordance with Policy 2460.

N.J.A.C. 6A:16-7.1 et seq.

N.J.A.C. 6A:14-1.1 et seq.

First Reading: March 27, 2018

Second Reading

Adopted:

## **R 5550 DISAFFECTED PUPILS**

- A. Grades Pre-Kindergarten through 5
1. Each pupil's work habits, behavior, products, and records will be continually monitored for signs of disaffection by teaching staff members responsible for the pupil's instructional program. Such signs of disaffection might include, but need not be limited to, the pupil's:
    - a. Working below potential set by IQ indicators,
    - b. Depressed standard test scores,
    - c. Excessive absenteeism or truancy,
    - d. Change in personality or work habits,
    - e. Marked irritability, lassitude, or hypersensitivity,
    - f. Alienation from peers.
  2. The teacher or other professional staff member who observes signs that a pupil may be disaffected will confer with the guidance counselor. If it is determined that concern about the pupil's welfare is warranted, the pupil's parent(s) or legal guardian(s) will be called in and made aware of the problems, and steps to deal with the pupil's disabling attitude will be proposed.
  3. Once a pupil is identified as disaffected, steps to offset the effects of disaffection may be initiated. Such steps may include:
    - a. Referral to the Intervention & Referral Services (I & RS) Committee
    - b. A meeting with the learning disabilities teacher consultant to help teachers shape classroom strategies that might reduce disaffection,
    - c. Building on the pupil's strengths to help bolster his/her sense of self-worth,
    - d. Providing instructional alternatives to stimulate the pupil's interest by utilizing such devices as calculators, computers, educational games, and teaching machines,

- e. Assigning the pupil to another teacher,
- f. Transferring the pupil to another school in the district, and/or
- g. Referring the pupil to the Child Study Team.

**B. Grades 6, 7 and 8**

1. A disaffected pupil in the intermediate school may be identified by one or more of the following signs:
  - a. Argumentative behavior and truculence,
  - b. Willful disregard of school rules and lack of concern for others,
  - c. Disrespect for authority figures,
  - d. Excessive absenteeism or truancy,
  - e. Acting-out and/or aggressive behavior, and
  - f. Working below his/her potential,.
  - g. Alienation from peers.
2. The teacher or other professional staff member who observes signs that a pupil may be disaffected will confer with the guidance counselor. If it is determined that concern about the pupil's welfare is warranted, the pupil's parent(s) or legal guardian(s) will be called in and made aware of the problems, and steps to deal with the pupil's disabling attitude will be proposed.
3. Once a pupil is identified as disaffected, the following steps will be taken:
  - a. The pupil will be referred to the school guidance office for counseling where:
    - (1) The parent(s) or legal guardian(s) may be asked to seek outside support services; and/or
    - (2) Referral to the I&RS Committee

(3) The teaching staff members responsible for the pupil may be asked to observe the pupil, formally monitor his/her progress, and report regularly to the guidance counselor.

- b. The pupil's schedule may be modified as necessary,
- c. The learning disabilities teacher-consultant may be consulted, and
- d. The pupil may be referred to the Child Study Team.

**C. Grades 9 - 12**

1. The disaffected high school pupil may be identified by the following signs:
  - a. A drop in school performance,
  - b. Decreased attentiveness and disinterest in school work,
  - c. Marked irritability, lassitude, and hypersensitivity,
  - d. Evidence of class cutting, excessive absence, and/or truancy,
  - e. An inability to articulate occupational or educational goals, and
  - f. Hostility towards authority figures,
  - g. Alienation/isolation from peers
2. The teaching staff member who observes a disaffected pupil will alert the guidance counselor to a possible problem.
3. The guidance counselor will confer with the pupil's teacher, review the pupil's record, and meet with the pupil and his/her parent(s) or legal guardian(s).
4. Referral to the I&RS Committee
4. A remedial program will be recommended by the counselor and approved by the Principal. If such a program can not be defined, the pupil shall be referred to the Child Study Team.

## **5560 DISRUPTIVE PUPILS**

The Board of Education believes that the pupils of this district are entitled to an education free from undue disruption. Pupils who willfully disrupt the educational program shall be subject to the discipline procedures of this district. Every reasonable effort shall be made to determine and remediate the cause or causes of a chronically disruptive pupil's unacceptable conduct.

For the purposes of this policy, "disruptive pupil" means the pupil who has difficulty establishing good relationships with peers and adult authority figures and who exhibits a pattern of conduct which is in defiance of school rules or regulations and which hinders academic success for other pupils as well as for himself or herself.

Disruptive pupils may be disciplined in accordance with Policy No. 5600.

A disruptive pupil who does not appear to be disabled may be referred to the Intervention & Referral Services committee (I&RS) in accordance with Policy No. 2417.

A disruptive pupil who may have disabilities shall be referred to the Child Study Team for evaluation in accordance with Policy and Regulation Nos. 2460 et seq.

The Superintendent shall report regularly to the Board the incidence of acts of violence and vandalism in the school district and shall prepare a remedial plan whenever the report shows a significant increase in the number of such acts.

N.J.S.A. 18A:17-46 et seq.; 18A:37-1 et seq.

N.J.A.C. 6A:14-1.1 et seq.

First Reading: March 27, 2018

Second Reading:

Adopted

## **R 5560 DISRUPTIVE PUPILS**

A. Grades Pre-Kindergarten through 5

1. Any of the following signs may indicate a disruptive pupil in the elementary grades:
  - Unsatisfactory grades in citizenship or work habits,
  - A worsening negative attitude,
  - Disobedience and willful disregard of rules,
  - Lack of concern for the rights of others,
  - Argumentative behavior and truculence,
  - Disregard for authority, or
  - Fighting with classmates.
  
2. Any of the following steps may be followed, singly or in combination, to deal with the elementary pupil who has been identified as disruptive:
  - Parent-teacher conference,
  - Use of behavior modification as well as other techniques designed to change disruptive classroom displays,
  - After-school detention,
  - Intervention by the Principal,
  - Referral to the Child Study Team, and
  - Suspension, in accordance with Policy No. 5610

**B. Grades 6, 7 and 8**

1. Any of the following signs may indicate a disruptive pupil in the intermediate school:
  - Argumentative behavior and truculence,
  - Willful disregard of school rules and lack of concern for others,
  - Disrespect for authority figures,
  - Excessive absence or truancy,
  - Acting-out and/or aggressive behavior, or
  - Difficulty with community or law enforcement agencies.
  
2. Any of the following steps may be used singly or in combination to deal with the disruptive pupil in the intermediate school:
  - Detention after school during which time the pupil may be admonished about his/her conduct in the classroom,
  - Conference among the teacher, guidance counselor, and parent(s) or legal guardian(s),
  - Referral to the school's guidance counselor for counseling,
  - Referral to the Assistant Principal when the pupil is constantly disruptive or causes major infractions of the school rules,
  - In-school suspension during which the pupil is placed under the supervision of a teacher, isolated from the mainstream, and assigned school work to complete,
  - Referral to the Child Study Team, and
  - Home suspension, in accordance with Policy No. 5610, when other alternatives fail to curb the pupil's disruptiveness.



C. Grades 9 - 12

1. Any of the following signs may indicate a disruptive pupil in the high school:
  - Argumentative behavior and truculence,
  - Willful disregard of school rules and lack of concern for others,
  - Disrespect for authority figures,
  - Excessive absence or truancy,
  - Acting-out and/or aggressive behavior, and
  - Difficulty with community or law enforcement agencies.
  
2. Any of the following steps may be used singly or in combination to deal with the disruptive pupil in high school:
  - Detention after school during which time the pupil may be admonished about his/her conduct in the classroom,
  - Conference among the teacher, guidance counselor, and parent(s) or legal guardian(s),
  - Referral to the guidance counselor for counseling,
  - Referral to the Assistant Principal when the pupil is constantly disruptive or causes major infractions of the school rules,
  - In-school suspension during which the pupil is placed under the supervision of a teacher, isolated from the mainstream, and assigned school work to complete,
  - Suspension from school, in accordance with Policy No. 5610, when other alternatives fail to curb the pupil's disruptiveness, and
  - Referral to the Child Study Team.

## **5570 SPORTSMANSHIP**

The Board of Education requires that all individuals involved in or attending the athletic and intramural programs sponsored by the Board exhibit sportsmanship when representing the school at any athletic event. Sportsmanship is defined as abiding by the rules of the contest as defined or accepted by the participating teams and the gracious acceptance of victory or defeat.

Student athletes are expected to adhere to the NJSIAA (New Jersey State Interscholastic Athletic Association) Sports Code of Ethics:

- Represent their school and team with the highest standards of proper behavior and conduct.
- Respect the integrity and personality of teammates, opponents and coaches.
- Abide by the rules of the game with modesty in victory and graciousness in defeat.
- Respect the decisions and judgment of officials.
- Refrain from using obscenities or profanities.
- Strive for maximum achievement in scholastic and athletic competition.
- Practice good health habits.
- Demonstrate good sportsmanship in both winning and losing.
- Abstain from use of unhealthy and illegal substances.
- Follow the rules of the New Jersey State Interscholastic Athletic Association.

Parents/spectators should:

- Show respect for all student athletes and coaches of both teams and their supporters.
- Refrain from using obscenities or profanities.
- Refrain from making disparaging remarks about players, coaches, officials and spectators.
- Respect the integrity and judgment of contest officials.
- Be a positive role model through his/her own actions.
- Demonstrate an appreciation for the athleticism of all contestants.
- Refrain from possession or use of tobacco, alcohol, marijuana, or other drugs at all sporting events.

### NJSIAA Guidelines

Approved: February 19, 2002  
First Reading: March 27, 2018  
Second Reading:

## **R 5570 SPORTSMANSHIP**

Student athletes who violate Policy 5570, shall be subject to the following disciplinary actions to be imposed by the Principal or designee.

- A. Violations shall be dealt with in the following manner:
  - 1. First Offense – warning by the Principal or designee.
  - 2. Second Offense – short term suspension from the athletic or intramural program – duration to be determined by the Principal or designee, but not to exceed ten school days.
  - 3. Third Offense - long term suspension - up to one school year from the athletic or intramural program.
  - 4. Fourth Offense - permanent expulsion from participation in the athletic or intramural program by the Principal or designee.
- B. The determination of the Principal or designee may be appealed to the Superintendent who shall make a determination within ten working days.
- C. A determination by the Superintendent resulting in a long term suspension or expulsion from the athletic or intramural program may be appealed to the Board which may hold a hearing on the matter and render a determination of the matter within thirty calendar days.
- D. Spectators who violate Policy 5570 may be removed from the sporting event.

## **5710 PUPIL GRIEVANCE**

In accordance with the State Board of Education principle “that students should have some means by which their concerns may be effectively expressed, considered, and disposed of fairly,” the Westfield Board of Education has promulgated and adopted the following procedures for resolving pupil concerns.

Any pupil and/or his/her parents shall have the right to question and/or to appeal the application of policies and administrative decisions affecting him/her through appropriate channels.

The following procedures are available to initiate the problem-solving process.

1. Consult with a teacher, a guidance counselor or other professional staff member of his choice. Misunderstanding of policies shall frequently be cleared up at this level.
2. Seek parental guidance and support.
3. Seek an appointment with a building administrator or academic supervisor. This procedure is recommended where time or the magnitude of the problem is a critical factor.
4. Refer the problem, if it is of wider student concern, to the student council for study and recommendation. This procedure is especially recommended as it is patterned on our democratic processes.

### Formal Appeal Process

A decision by the Principal’s may be appealed to the Superintendent. This appeal shall be in writing and should be specific and complete at the request of the Superintendent.

A decision by the Superintendent may be appealed to the Board of Education. This appeal shall be in writing and shall be specific and complete at the request of the Board of Education.

A decision by the Board of Education may be appealed to the Commissioner of Education of the State of New Jersey. This shall be in writing and shall be specific and complete.

Approved: June 26, 2001  
First Reading: March 27, 2018  
Second Reading: