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**DRUG POLICY FOR STUDENTS PARTICIPATING IN  
EXTRACURRICULAR ACTIVITIES AND FOR STUDENT ATHLETES**

**I. POLICY STATEMENT**

The Hartselle City Board of Education values students and their participation in athletics and other extracurricular activities. These students, as role models for other students, are keys to our goal of providing the best possible education program for all students. To achieve our goal and to maximize the skills and talents of our students, it is important that every student, and each employee, of our school system understand the dangers of tobacco use, drug, and alcohol abuse.

This statement clarifies our position on student tobacco, drug, and alcohol use as it pertains to extracurricular participation. For the purposes of this policy, Appendix A lists the extracurricular organizations that are subject to this policy and the drug testing program. This includes students in Grades 7 through 12. Participation in extracurricular activities is a privilege that can be taken away for failure to comply with this policy. The Board reserves the right to depart from this policy where it deems appropriate except where departure is specifically prohibited by law. Any extracurricular students who violate the Code of Conduct involving tobacco, alcohol, or drugs are also subject to this policy. The Board reserves the right to change the guidelines contained within this policy at any time. Students subject to this policy will be informed of any changes.

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II. POLICY OBJECTIVES

1. To deter drug, tobacco, and alcohol use among students participating in extracurricular activities.
2. To encourage any extracurricular student with a dependence on, or addiction to, tobacco, alcohol or other drugs to seek help in overcoming the problem.
3. To reduce the likelihood of incidents of accidental personal injury and/or damage to students or property.
4. To create and maintain a safe, drug-free environment for all students participating in extracurricular activities.
5. To minimize the likelihood that school property will be used for illicit drug activities.
6. To protect the reputation of the school system and its students.

Substance abuse is a serious threat to the school system, its students, visitors, and employees. It is the belief of the Board that the benefits derived from the policy outweigh the potential inconvenience to students who participate in extracurricular activities. The Board earnestly solicits the understanding and cooperation of all school staff, students, and parents, especially those involved with extracurricular activities, in implementing this policy.

The Board expects all extracurricular students to remain tobacco, alcohol, and drug free, and it reserves the right to require all students who participate in extracurricular activities to submit to drug tests in order to assure these expectations and in order to maintain safety and security.

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The Board acknowledges and understands that there are students involved in extracurricular activities who have legitimate medical conditions and who possess legitimate prescriptions for those conditions. Should a student test positive for a prescription drug for which he/she possesses a valid prescription in his/her name, the parent or guardian of that student will have an opportunity to give the Medical Review Officer (MRO) a copy of that prescription. The opportunity to provide the prescription will come after the positive urine test result has been released to the Board's Medical Review Officer (MRO), but before that information is released to the Board's Drug Testing Coordinator (DTC) who will be a representative of the Hartselle City School System. A student taking over-the-counter prescription drugs for which there is a valid prescription in the student's name will not be penalized for producing a positive test result if that positive result is for the prescription drug only (see Item V., C.).

### III. ENFORCEMENT

The Board has developed its student testing program to follow, as appropriate, the process of 49 CFR Part 40 and the Omnibus Transportation Employee Testing Act of 1991. The Board encourages, and may require, its employees to be trained in tobacco, alcohol, and drug usage recognition skills.

Pursuant to Board policy and regulations, students who participate in extracurricular activities, with appropriate student and/or parental consent, may be tested prior to beginning a seasonal activity, during the

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season of the activity, or on any random schedule without advance notice. Failure to provide student and/or parental consent when that consent is requested will result in a student's suspension from the activity or activities and will render a student ineligible from any activity for the duration of the school year.

When Board officials (school employees) have reasonable suspicion to believe a student participating in extracurricular activities has violated its drug policy, they may require the student to undergo drug testing. Board officials (school employees) making such judgements will have undergone training to make determinations regarding reasonable suspicion (see item V., D., 11.). Failure to submit to testing will result in suspension from the activity or activities and will render a student ineligible for the duration of a school year. This failure to comply with the drug policy will render the student ineligible for the activity or activities in which he/she is currently participating and from any other activity or activities for the duration of the school year. (See Appendix A for a list of included activities.)

A student who has tested positive for tobacco, alcohol, and/or other drugs and who has had the positive test result confirmed by the Board's Medical Review Officer (MRO) will be governed by the consequences outlined in this policy. The student's, parent's or guardian's refusal to cooperate with the Board, with Board representatives, and/or with medical personnel during the course of collecting the clean and unadulterated sample, reporting information about the sample, or

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enforcing the penalties and required counseling associated with a positive sample shall result in immediate suspension from the sport or activity for the duration of the school year.

### IV. CONSEQUENCES

Consequences regarding failure to comply with a request for parental consent and consequences associated with failure to submit to testing, failure to cooperate with officials in collecting a clean or unadulterated sample, and failure to cooperate with school officials as they enforce the penalties and required counseling associated with a positive sample are addressed in Section III Enforcement above.

Penalties are not academic, nor disciplinary, but associated with continued participation in the extracurricular activity.

This policy neither circumvents nor is intended to be used in place of Board Policy and School Rules pertaining to the use, possession, distribution or manufacturing of illegal or illicit substances as addressed in the Hartselle City Schools' *Code of Conduct*. This policy and the *Code of Conduct* are to be construed *in pari materia*; in other words, they are construed in conjunction with one another and are not mutually exclusive.

Consequences for a positive drug test are as follows:

#### First Occurrence of Positive Test Results

1. The student, student's parents, legal guardians or custodial adult, the principal, the person responsible for counseling, and the sponsor or coach shall be notified of the positive test by the Hartselle City Board's Drug Testing Coordinator (DTC).
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2. Within 72 hours of notification of test results, the student's parents or legal guardians may request a re-test of a portion of the original sample taken from the student. (The original test splits the original urine sample into two portions. One of the portions is sent to the lab. It is this second portion, collected at the time of the initial portion, that a parent may request be re-tested.) Any such re-test shall be at the lab approved by the Board. The parent or guardian requesting a re-test shall pay the cost for any such re-test in advance. If the re-test produces a negative result, the parent or guardian will be reimbursed by the Board; and the student will be allowed to return to participation without penalty.
3. The penalty for a positive test result has three parts. All three parts must be satisfied before a student can return to participation.
  - A. The student must enter the counseling program prescribed by the Board and must be released from that counseling program or receive verification from the counselor that he/she is actively participating in that counseling program before he/she can resume any sport or activity.
  - B. The student must re-test negative before he/she can resume any sport or activity. The MRO and the DTC will release the student once results have been confirmed.
  - C. The student must complete a term of suspension. The student will be suspended from all extracurricular activities in which he/she is currently participating for approximately 30% of the total regular season's activities or for a six week period beginning no earlier than the opening game/performance for that sport or activity and beginning with the game/performance that follows the notification from the DTC (see Appendix A for the prescribed penalties).

If the student participates in more than one sport or activity and both or all are in season at the time of the positive test and notification from the DTC, then that student will be suspended from both activities or all activities for the prescribed term.

If the student is not participating in any in-season sport or activity, he/she will serve a suspension no earlier than the opening game/performance of the next season in which he/she

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participates, however, the counseling portion (2A above) of that student's penalty and the re-testing portion (2B above) of that student's penalty will begin immediately.

If a student who is penalized from an activity serves a portion of his/her penalty within one sport or activity but then reaches the end of all games, meetings, performances within that sport or activity, that student will roll over whatever percentage of his/her penalty remains into his/her next in-season sport or activity.

If a student who is penalized from a sport or activity serves a portion of his/her penalty within that sport or activity but then reaches the end of all games, meetings, performances within that sport or activity and does not belong to any other sport or activity through which he/she may complete the penalty, that student's remaining penalty will roll over to the first in-season activity or sport in which he/she participates in the next school year.

The counseling portion of that student's remaining penalty and the re-testing portion of that student's penalty will begin immediately. (See Appendix A for a clarification of the penalties for each sport/activity.)

4. Once a student has tested positive, his/her name will be removed from the random pool of names and placed on a list of students who will be subject to testing every time drug testing is conducted for one calendar year.

### Second Occurrence of Positive Test Results

1. The student, student's parents, legal guardians or custodial adult, the principal, the person responsible for counseling, and the sponsor or coach shall be notified of the positive test by the Hartselle City Board's Drug Testing Coordinator (DTC).
  2. Within 72 hours of notification of test results, the student's parents or legal guardians may request a re-test of a portion of the original sample taken from the student. (The original test splits the original urine sample into two portions. One of the portions is sent to the lab. It is this second portion, collected at the time of the initial portion, that a parent may request be re-tested.) Any such re-test shall be at the lab approved by the Board. The parent or guardian requesting a re-test shall pay the cost for any such re-test in advance. If the re-test produces a negative result, the parent or guardian
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will be reimbursed by the Board; and the student will be allowed to return to participation without penalty if the result is negative.

3. The penalty for a positive test result has three parts. All three parts must be satisfied before a student can return to participation.
  - A. The student must enter the counseling program prescribed by the Board and must be released from that counseling program or receive verification from the counselor that he/she is actively participating in that counseling program before he/she can resume any sport or activity.
  - B. The student must re-test negative before he/she can resume any sport or activity. The MRO and the DTC will release the student once results have been confirmed.
  - C. The student must complete a term of suspension. The student will be suspended from all extracurricular activities in which he/she is currently participating for approximately 30% of the total regular season's activities or for a six week period beginning no earlier than the opening game/performance for that sport or activity and beginning with the game/performance that follows the notification from the DTC (see Appendix A for the prescribed penalties).

If the student participates in more than one sport or activity and both or all are in season at the time of the positive test and notification from the DTC, then that student will be suspended from both activities or all activities for the prescribed term.

If the student is not participating in any in-season sport or activity, he/she will serve a suspension no earlier than the opening game/performance of the next season in which he/she participates, however, the counseling portion (2A above) of that student's penalty and the re-testing portion (2B above) of that student's penalty will begin immediately.

If a student who is penalized from an activity serves a portion of his/her penalty within one sport or activity but then reaches the end of all games, meetings, performances within that sport or activity, then that student will roll over whatever percentage of his/her penalty remains into his/her next in-season sport or activity.

If a student who is penalized from a sport or activity serves a portion of his/her penalty within that sport or activity but then

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reaches the end of all games, meetings, performances within that sport or activity and does not belong to any other sport or activity through which he/she may complete the penalty, that student's remaining penalty will roll over to the first in-season activity or sport in which he/she participates in the next school year.

The counseling portion of that student's penalty and the re-testing portion of that student's penalty will begin immediately. (See Appendix A for a clarification of the penalties for each sport/activity.)

4. Once a student has tested positive, his/her name will be removed from the random pool of names and placed on a list of students who will be subject to testing every time drug testing is conducted for one calendar year.

### Third Occurrence of Positive Test Results

1. The student, student's parents, legal guardians or custodial adult, the principal, the person responsible for counseling, and the sponsor or coach shall be notified of the positive test by the Hartselle City Board's Drug Testing Coordinator (DTC).
  2. Within 72 hours of notification of test results, the student's parents or legal guardians may request a re-test of a portion of the original sample taken from the student. The original test splits the original urine sample into two portions. (One of the portions is sent to the lab. It is this second portion, collected at the time of the initial portion, that a parent may request be re-tested.) Any such re-test shall be at the lab approved by the Board. The parent or guardian requesting a re-test shall pay the cost for any such re-test in advance. If the re-test produces a negative result, the parent or guardian will be reimbursed by the Board; and the student will be allowed to return to participation without penalty.
  3. The penalty for a third positive occurrence has three parts. All three parts must be satisfied before a student can return to his/her sport or extracurricular activity.
    - A. The student must enter the counseling program prescribed by the Board and must be released from that counseling program or receive verification from the counselor that he/she is actively participating in that counseling program before he/she can resume any sport or activity.
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- B. The student must re-test negative before he/she can resume any sport or activity. The MRO and DTC will release the student once results have been confirmed.
  - C. The student must complete a term of suspension. The student will be suspended from all extracurricular activities for one calendar year from the date of notification by the DTC of the third positive test.
4. Once a student has tested positive, his/her name will be removed from the random pool of names and placed on a list of students who will be subject to testing every time drug testing is conducted for the duration of his/her participation in extracurricular activities within the Hartselle City School System.

If a student is completing his/her one year suspension and again tests positive, he/she will be removed from extracurricular activities for the remainder of his/her school years within the Hartselle City System. Counseling, however, will remain available to the student even when he/she is no longer a participant in extracurricular activities.

If a student has completed his/her one year suspension and is again a participant and again tests positive, he/she will begin at the First Occurrence penalty; however, the student will be subject to testing as prescribed in Number 4 immediately above.

All information, interviews, reports, statements, memoranda, and test results, whether written or otherwise, received by the Board through its drug, alcohol, and tobacco testing program are confidential communications and may not be disclosed, used or received in evidence, obtained in discovery, or otherwise disclosed in any public or private proceedings except in the following or FERPA procedures.

- A. As directed by the specific, written consent of the parent/guardian authorizing release of the information to an identified person.
  - B. To a decision-maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the participating student.
  - C. Information, including testing positive, will not be released to criminal or juvenile authorities unless the Board is compelled to do so under valid state or federal laws.
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The penalties for First, Second, and Third Occurrences constitute a Board mandated minimum punishment. Coaches and Sponsors may not violate this policy by refusing to enforce its minimum penalties.

### V. PROCEDURES

#### A. General Policy

Practical experience and research have proven that even small quantities of narcotics, abused prescription drugs, or alcohol can impair judgment and reflexes and thereby create unsafe conditions for students. Even when not readily apparent, this impairment can have serious results for students engaged in activities. Drug-using students are a threat to other students and to themselves and may make injurious errors. It is for these reasons along with those reasons stated in this policy's objectives that the Board has adopted this policy.

#### B. Prohibitions

Students participating in extracurricular activities shall not use tobacco, illegal or illicit drugs, alcohol and other prohibited substances, either during or away from school. Using, possessing, distributing and/or manufacturing controlled substances during and away from school is illegal and prohibited.

This policy neither circumvents nor is intended to be used in place of Board Policy and School Rules pertaining to the use, possession, distribution of illegal or illicit substances as addressed in the *Hartselle City Schools' Code of Conduct*.

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This policy and the *Code of Conduct* are to be construed *in pari materia*; in other words, they are construed in conjunction with one another and are not mutually exclusive.

### C. Use of Prescription and Non prescription Drugs

The Board prohibits the misuse of prescribed or over-the-counter medications.

Students taking prescription drugs are required to take them in accordance with the prescribing doctor's dosage and directions. For a prescription to be considered valid, it must be an unexpired prescription that is being taken in accordance with the prescribing doctor's prescription regimen.

Students taking prescribed medications should be able to provide proof of that prescription in his/her name with an original date on the prescription that pre-dates the positive drug-screening test.

Students taking over-the-counter (OTC) medications are required to take them in accordance with the directions/dosages that appear on the packaging.

If a student is taking prescribed or OTC medication that results in a positive drug test, he/she will be given an opportunity to verify that with the MRO. (See V. Procedures, D. Testing, Item 9 Evaluation and Return of Results)

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**D. TESTING PROCEDURES**

**1. Random Testing**

The Board will conduct baseline testing initially, followed by random, unannounced screening of students who participate in extracurricular activities by submitting their names to a screening pool. The student information in the pool will be updated periodically. Baseline testing is defined as testing all students participating in extracurricular activities.

Students who transfer into Hartselle City Schools and are participants in these activities will be entered into the pool upon admission. These students are subject to baseline testing.

**2. Test Day Check-Outs, Check-Ins, or Absences**

A student who is subject to random testing and is absent on the day of the random drug screening will not be penalized in any way should his/her name be on the random list for testing that day; however, his/her name will be included in the next screening.

A student who is subject to testing and is absent when the random drug screening process begins but checks in before the process is complete will be subject to a drug test at the time of check-in should his/her name be on the list of randomly generated names for that day.

A student who possesses a check-out note that was generated by his/her first period teacher in conjunction with a note from a parent or guardian and that specifies a time and date when a student should be permitted to check out will be permitted to check out at the pre-

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determined time. Should his/her name be on the randomly generated list for testing on that day, he/she will not be penalized; however, his/her name will be included in the next screening.

A student who wishes to call his/her parent to come and check him/her out after the drug testing agency has come on campus will be penalized should his/her name be on the randomly generated list of students to be tested. Leaving campus without submitting to testing will be seen as a refusal to test, and the penalties will be the same as those penalties for a student who refuses to test.

**3. Rehabilitation and Other Such Drug Counseling Services**

All students who participate in extracurricular activities who undergo a counseling or rehabilitation program or who are suspended under the rules of the *Code of Conduct* for abuse of substances covered under this policy will be subject to unannounced testing for at least a twelve-month period. (This differs from the counseling a student receives when he/she tests positive. This portion of the policy refers to a student who has not tested positive under the guidelines of this policy but is seeking drug counseling, being served in a rehabilitation facility, or is being/has been punished for a violation of the *Code of Conduct* that involved a substance covered under this policy.)

**4. General Guidelines**

The Board and its lab shall rely, when practical, on the guidance of the federal Department of Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance

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of the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392, and 395.

**5. Substances Tested For**

The Board will maintain a list of substances for which students may be screened. That list is subject to review and change without advance notice. This list may include, but not be limited to the following: alcohol, ecstasy (MDMA), marijuana, amphetamines, cannabinoids (marijuana and its derivatives), cocaine, opiates, anabolic steroids, tobacco, barbiturates, benzodiazepines, cocaine metabolites, LSD, marijuana metabolites, methadone, methaqualone, nicotine, phencyclidine, propoxyphene, inhalants, ketamine, gamma-hydroxybutyrate (GHB), gamma-butyrolactone (GBL), and rohypnol.

Any illegal or illicit drug may be included on the list, and any student who is included in the screening pool is subject to being tested for all or any combination of drugs on the screening profile without advance notice.

**6. Testing Procedures**

The Board reserves the right to utilize blood, hair, breath, saliva, or urinalysis testing procedures. Urinalysis will be utilized in random testing. All initial positive urine specimens will be confirmed by gas chromatography/mass spectrometry (GC/MS).

**7. Collection Site**

The Board will designate collection sites where individuals may provide specimens. Such designation will be determined by the Drug

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Testing Coordinator, subject to the review and approval of the Superintendent and the Board.

**8. Collection Procedure**

The Board and the approved laboratory are responsible for developing and maintaining a documented procedure for collecting, shipping and accessing specimens. A tamper-proof sealing system, identifying numbers, labels, and sealed shipping containers will be used for specimen transportation.

The Board and the laboratory will utilize a standard Urine Custody and Control Form for all testing. The company and the laboratory will utilize a standard Breath Alcohol Testing Form for all student alcohol testing.

Any student governed by this policy will be required to complete a student Consent Form.

**9. Evaluations and Return of Results to the School Board**

The testing agency will transmit by fax, mail, or computer, but not orally, the results of all tests to the Board's Medical Review Officer (MRO) who will be responsible for reviewing the test results. Prior to making a final decision and prior to contacting the Board's Drug Testing Coordinator (DTC), the MRO will notify the parent or guardian of a positive result and give the individual the opportunity to discuss the result.

The parent/guardian or student will be given an opportunity to submit a valid prescription that may have produced such a positive

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result. (A valid prescription is defined in Item C.) After final review, the MRO will, promptly and in a confidential manner (such as a sealed, tamper-proof envelope) transmit to the DTC the name of any student who tests positive. The report shall be opened by a committee of not less than three people (the DTC and two people designated by the Board), who will verify its contents.

After being informed of a positive test result, the DTC will schedule a conference between the student and his/her parents or guardians to discuss the test result and the consequences. If the parent/guardian refuses or delays the conference, penalties shall be imposed without such a conference.

### 10. Request for Re-test

A student who participates in extracurricular activities may, together with his/her parents, request a re-test of the split specimen collected on the original testing date. (This request must be made within 72 hours of notification of the final test results. Written requests must be submitted to the DTC.) The parent/guardian will be required to pay the costs associated with the re-test in advance, but he/she will be reimbursed if the result of the re-test is negative.

### 11. Release of Test Results

All information, interviews, reports, statements, memoranda, and test results, whether written or otherwise, received by the Board through its drug, alcohol, and tobacco testing program are confidential communications and may not be disclosed, used or received in evidence,

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obtained in discovery, or otherwise disclosed in any public or private proceedings except in the following or FERPA procedures.

- A. As directed by the specific, written consent of the parent/guardian authorizing release of the information to an identified person.
- B. To a decision-maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the participating student.
- C. Information, including testing positive, will not be released to criminal or juvenile authorities unless the Board is compelled to do so under valid state or federal laws.

All extracurricular students will be required to execute a Policy Consent/Release Form permitting the Board or its designee to release test results and related information to the school officials, who need to know such as Board, Superintendent, School Principal, the coach or sponsor of the activity or activities from which the student is suspended, and the counselor or counseling agency responsible for mandated counseling. Refusal to execute a form will result in release from the activity as has been indicated in the Policy heretofore.

The DTC will inform parents/guardians of a positive test result as is outlined in Item D.9. above.

The MRO will retain the individual test results for five (5) years.

### 12. Reasonable Suspicion

When there are observable circumstances which provide reasonable suspicion to believe a student who participates in extracurricular activities has used tobacco, alcohol, and/or other drugs, that student may be required to submit to drug testing at a Board approved laboratory.

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Determination that reasonable suspicion exists must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the student.

The school official requiring testing shall complete and sign written documents explaining the circumstances and evidence upon which he/she relied within 24 hours of the testing, or before the results of the test are released, whichever is earlier. While a certified employee may recommend a reasonable suspicion test, he/she should, when possible, obtain a second school official's opinion as a witness.

### VI. NOTICE REQUIREMENTS

The basic provisions of this policy and/or any modifications of this policy shall be made available to students by school officials in a timely manner. In addition, certified employees shall, at the beginning of the school year, create scheduled discussions of the Policy and be ready to inform student participants and parents/guardians with the specific provisions of the Policy. The discussions shall include but not be limited to the following topics: purposes of the policy, random sampling procedures, sample collection procedures, reporting procedures, and confidentiality requirements.

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HARTSELLE CITY SCHOOLS  
BOARD OF EDUCATION  
POLICY CONSENT/RELEASE FORM  
ATHLETICS AND EXTRACURRICULAR ACTIVITIES

We have read the Board's Tobacco, Alcohol, and Drug Policy and agree to abide by such policy. We agree that the below signed student will submit to tobacco, alcohol, and drug tests at any time as a result of his/her initial or continued participation in extracurricular activities. We authorize any laboratory or medical provider to release test results to the Hartselle City School Board or its designee and its Medical Review Officer (MRO). We authorize the Medical Review Officer to release final test results to the student, parent/guardian, and DTC. We authorize the DTC to release information to school officials who have the need to know such as the Board, Superintendent, school principal, the coach or sponsor of the activity or activities from which the student is suspended, and the counselor or counseling agency responsible for mandated counseling.

We also expressly authorize the DTC or MRO to release any test-related information, including confirmed positive results, in accordance with the FERPA policy.

- (A) As directed by the parent or guardian's specific, written consent authorizing release of the information to an identified person.
- (B) To the parent or guardian's decision-maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the student-participant.

We understand that this agreement in no way limits the below-named student's right to terminate athletic or extracurricular activity participation or to be terminated from such activity participation by the Coach or Sponsor.

REFUSAL TO SUBMIT TO THIS POLICY WILL DISQUALIFY THE STUDENT FROM ATHLETIC OR EXTRACURRICULAR PARTICIPATION.

\_\_\_\_\_  
Athletic or Extracurricular Student      Date

\_\_\_\_\_  
Student ID Number (Social Security Number)

\_\_\_\_\_  
Parent or Legal Guardian      Date

HARTSELLE CITY SCHOOLS' DRUG POLICY APPENDIX OF PENALTIES  
APPENDIX A

School and Activity	Approx Season Dates	Number of Games/ Performances Activities in Regular Season	Occurrence 1 Penalty	Occurrence 2 Penalty
HHS Football	Aug-Dec	10	3 games	3 games
HHS Volleyball	Aug-Nov	15	4 playing dates	4 playing dates
HHS Swimming	Aug-Nov	8	2 playing dates	3 playing dates
HHS Wrestling	Nov-Feb	14	4 playing dates	4 playing dates
HHS Boys Basketball	Oct-Mar	20	6 playing dates	6 playing dates
HHS Girls Basketball	Oct-Mar	20	6 playing dates	6 playing dates
HHS FB Cheerleading	Aug-Mar	10	3 playing dates	3 playing dates
HHS BB Cheerleading	Aug-Mar	20	6 playing dates	6 playing dates
HHS WR Cheerleading	Aug-Mar	14	4 playing dates	5 playing dates
HHS Golf	Mar-May	14	4 playing dates	5 playing dates
HHS Track	Mar-May	10	3 playing dates	3 playing dates
HHS Baseball	Feb-May	20	6 playing dates	6 playing dates
HHS Softball	Feb-May	20	6 playing dates	6 playing dates
HHS Girls Soccer	Feb-May	20	6 playing dates	6 playing dates
HHS Boys Soccer	Feb-May	20	6 playing dates	6 playing dates
HHS Boys Tennis	Feb-May	14	4 playing dates	5 playing dates
HHS Girls Tennis	Feb-May	14	4 playing dates	5 playing dates
HHS Band	Aug-May	Fall 20	6 perform dates	6 perform dates
HHS Band	Aug-May	Spring 6	2 perform dates	2 perform dates
HHS Girls Chorus	Aug-May	Fall 10	3 perform dates	3 perform dates
HHS Girls Chorus	Aug-May	Spring 3	1 perform dates	1 perform dates
HHS Performers	Aug-May	Fall 6	2 perform dates	2 perform dates
HHS Performers	Aug-May	Spring 6	2 perform dates	2 perform dates
HHS Girls Ensemble	Aug-May	Fall 6	2 perform dates	2 perform dates
HHS Girls Ensemble	Aug-May	Spring 6	2 perform dates	2 perform dates

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School and Activity	Approx Season Dates	Numbers of Games Performances Activities in Regular Season	Occurrence 1 Penalty	Occurrence 2 Penalty
HHS Concert Chorus	Aug-May	Fall 3	1 perform date	1 perform date
HHS Concert Chorus	Aug-May	Spring 3	1 perform date	1 perform date
HHS Art Club	Aug-May		6 week suspension	6 week suspension
HHS Key Club	Aug-May		6 week suspension	6 week suspension
HHS National Honor Society	Aug-May		6 week suspension	6 week suspension
HHS VICA	Aug-May		6 week suspension	6 week suspension
HHS DECA	Aug-May		6 week suspension	6 week suspension
HHS FBPA	Aug-May		6 week suspension	6 week suspension
HHS HOSA	Aug-May		6 week suspension	6 week suspension
HHS Mu Alpha Theta	Aug-May		6 week suspension	6 week suspension
HHS FFA	Aug-May		6 week suspension	6 week suspension
HHS FCCLA	Aug-May		6 week suspension	6 week suspension
HHS Latin Club	Aug-May		6 week suspension	6 week suspension
HHS Scholar's Bowl	Aug-May		6 week suspension	6 week suspension
HHS SADD	Aug-May		6 week suspension	6 week suspension
HHS Helping Hands Club	Aug-May		6 week suspension	6 week suspension
HJHS Football	Aug-Nov	8	2 playing dates	3 playing dates
HJHS Volleyball	Aug-Oct	8	2 playing dates	3 playing dates
HJHS Boys Basketball	Oct-Feb	16	5 playing dates	5 playing dates

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School and Activity	Approx. Season Start Date	Number of Games Performances Activities in Season	Occurrence 1 Penalty	Occurrence 2 Penalty
Student Council			6 weeks	
Senior Girls			6 weeks	
HJHS Girls Basketball	Oct-Feb	16	5 playing dates	5 playing dates
HJHS Soccer	Feb-Apr	14	4 playing dates	5 playing dates
HJHS Track	Mar-Apr	8	2 playing dates	3 playing dates
HJHS Cheerleading	Aug-Feb	Fall 3	1 playing date	1 playing date
HJHS Cheerleading	Aug-Feb	Winter 16	5 playing dates	5 playing dates
HJHS Dance Team	Aug-Apr	10	3 playing dates	3 playing dates
HJHS Band	Aug-May		6 week suspension	6 week suspension
HJHS Chorus	Aug-May		6 week suspension	6 week suspension
Spanish Club			6 week suspension	6 week suspension
Any new extracurricular activity will be added to this list				

**Note:**

In sports where there is all-day tournament play or double-headers or all-day meets (any situation where more than one game or event occurs on a calendar day) that day will count as **one** play date using the penalties prescribed above.

A student's suspension will affect whatever activities he/she belongs to that are currently in season AS LONG AS that student DOES BELONG to one or more activities.

If the student does not belong to ANY activities that are in season at the time of the positive test, that student's penalty will be delayed until the beginning of an extracurricular season, possibly into the next school year. (Counseling and re-testing, however, will begin immediately.)

## JCDC

If a student belongs to more than one activity at the time of his/her positive test result, that student will be suspended from all of those activities as the above-posted penalties require. If a student belongs to an activity and is serving a suspension from that activity and the season ends before he/she has served his/her entire sentence, the remainder of the sentence may roll over into the next sport or activity in which the student participates in the school year.

If a student belongs to a sport or activity and is serving a suspension from that sport or activity and the season ends before he/she has served his/her entire sentence and the student does not belong to any other sports or activities through which the penalty can roll over, that student will serve the remaining percentage of his/her penalty in the first in-season activity in the next school year to which he or she belongs.

Some activities will require a six week suspension from the date of notification. A six week suspension means that a student participating in this activity will not be able to attend meetings or participate in any other activities of this organization whether those activities occur before, during, or after school. **Exception:** The student will be expected to attend class if the activity coincides with a class, and he/she will be expected to participate in the activities of the class for a grade just as any other student would be expected to do. If the activity from which the student is suspended issues grades as the result of a performance, it is the responsibility of the student to work with the teacher and make other arrangements for the grade. (Example: Chorus or band concert where a grade is issued for participation in the performance.)

The body of the policy makes reference to the regular season when prescribing the term of penalties. The number of games in the regular season is the number used to derive the penalty number. However, if a season extends to include tournament play and a student has not completed his/her penalty, tournament or other such games or play dates shall be used as penalty games or play dates.

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SOURCE: Board of Education, Hartselle, Alabama

DATE: August 2002; Revised November 2002

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GBRL

**STAFF TOBACCO USE**

Employees of Hartselle City Board of Education shall not be permitted to use tobacco products on the school grounds or in the school buildings during regular employment hours or during a school function or activity. This function or activity may be on or off school property after school hours or at any other time when employee's presence can be reasonably related to school or school functions.

Personnel who violate this policy will be warned in writing on the first offense, suspended without pay for a week on the second offense, and terminated on the third offense.

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SOURCE: Board of Education, Hartselle, Alabama

DATE: February 1993; Revised January 2000; Revised May 2001

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