

## **ACCEPTABLE USE POLICY CONTRACT FOR STUDENTS/PARENTS**

### **Ocean Springs School District**

PLEASE READ THIS DOCUMENT CAREFULLY BEFORE COMPLETING AND SIGNING THE CONTRACT ON THE OPPOSITE SIDE. NO STUDENT WILL BE GIVEN INTERNET ACCESS UNLESS THE PARENT/ GUARDIAN READS THIS POLICY AND SIGNS THE CONTRACT THAT ANNOUNCES THE POSSIBLE RISKS OF USING THE INTERNET.

THE SCHOOL DISTRICT TAKES EVERY REASONABLE PRECAUTION TO ENSURE THE INTERNET IS SAFE. INTERNET FILTERS AND AGE APPROPRIATE TRAINING ABOUT INTERNET SAFETY AND ONLINE BEHAVIOR ARE PROVIDED. HOWEVER, STUDENTS MAY ATTEMPT TO BYPASS THE SCHOOL FILTERS OR USE HOME COMPUTERS THAT EXPOSE YOUR STUDENT TO THE FOLLOWING RISKS:

- Sharing offensive websites with other students
- Sending and receiving inappropriate e-mail, blogs and other prohibited messages
- Sharing offensive material created at home
- Sending or receiving libelous electronic messages
- Engaging in the violation of criminal and civil laws
- Engaging in cyberbullying
- Illegally uploading or downloading copyrighted material
- Using your child's picture in a false light
- Violating your child's privacy regarding health and other personal issues

The Ocean Springs School District School Board of Education provides Internet access to students for educational purposes only. The use of the Internet is necessary for many school research projects. Misuse of the Internet violates school board policy and subjects your child to suspensions and other school disciplinary consequences. Additionally, your child may incur civil and criminal penalties under Mississippi and Federal law for misuse of the Internet. Some of the misuses are as follows:

- Using proxy sites(sites that allow the user to bypass the district Internet filter) to avoid the district filter
- Sending and distributing offensive material on district computers or school grounds
- Sending cyber-threats of death, bodily harm, damage to property to other students or staff
- Creating offensive materials on home computers and distributing them on school grounds
- Using their own portable devices to distribute offensive material on school grounds

General guidelines include but are not limited to the following:

- The student should have no expectation of privacy at any time while using district resources, nor at home when it pertains to school business
- The district is authorized to monitor e-mail logs and Internet histories of students and does so.
- Students should use the Internet/network for appropriate educational purposes and research.
- Students should use the Internet/network only with the permission of designated school staff.
- Students should be considerate of other users on the network.
- Students must use appropriate language for school situations and must not use vulgar or profane language or images, including those with implied vulgarity and/or profanity.
- Students should immediately report any security problems or breeches of these responsibilities to the supervising teacher.

- Students must adhere to copyright laws and plagiarism rules when using the Internet.
- Students must not share user IDs and passwords required to access e-mail and other programs.
- Students must not give out personal information about themselves or where they live.
- Students must not fill out forms on the Internet without parent/teacher permission.
- Students must not send pictures of themselves through e-mail.
- Students may not have access to e-commerce or publicly provided Internet Service Providers.
- Students will receive district accounts upon teacher request and parent permission if the accounts are needed for educational projects.
- Students must not use proxy avoidance sites (sites that allow the user to bypass the district Internet filter) or other sites indicated as blocked. Use of these sites violates this contract and could result in loss of Internet access and/or other disciplinary actions.
- Students must not intentionally degrade or disrupt Internet network services or equipment. This includes but is not limited to tampering with computer hardware or software, vandalizing data, invoking computer viruses, attempting to gain access to restricted or unauthorized network services, unauthorized redirection of school web pages or violating copyright laws.
- Students must not work directly on teacher, school, or district department webs without express written permission from the district Web Administrator and/or Director of Technology.
- Students must not construct websites using content or links that violate state or federal laws.
- Students must not use the network in a fashion inconsistent with directions from teachers and other staff.

Based on reading this Internet Acceptable Use Policy, I have determined that the benefits of my child having access to the Internet outweigh the risks. I also agree that I will properly supervise my child's computer activity at home and will advise the Ocean Springs School District immediately if I discover that my child is violating this user agreement at home or at school. Additionally, I agree to notify the Ocean Springs School District immediately if I discover my child or my child's fellow students are committing civil and criminal violations of the law. Failure to report this behavior is negligent supervision and relieves the school of any liability that flows from this behavior if the school could not have reasonably foreseen this type of behavior on your child's home computer. I understand that any conduct by my child that is in conflict with these responsibilities is inappropriate and that such behavior may result in the termination of access and possible disciplinary action. By completing and signing this contract (on opposite side) I also agree to compensate the Ocean Springs School District for any expenses or cost it incurs as a result of my child's violation of the Internet policy or administrative procedure.

### **RELEVANT SCHOOL LAWS**

Violating this contract could result in loss of Internet access and/or other disciplinary actions.

See School Board Policy

<http://oceansprings.msbaopolicy.org/DistrictPolicies/Views/SelectedDocumentReadOnly/tabid/282/Default.aspx?docId=23033>

### **RELEVANT STATE STATUTES**

Title 97, Chapter 45, Mississippi Code of 1972, so as to refer to "Computer Crimes and Identity Theft."

### **PUBLIC LAW 106-554**

TITLE XVII--CHILDREN'S INTERNET PROTECTION (<http://www.fcc.gov/cgb/consumerfacts/cipa.html>)

TITLE XIII-CHILDREN'S ONLINE PRIVACY PROTECTION (<http://www.coppa.org/coppa.htm>)

This contract is a legal and binding document

**Internet Usage-Online Agreement**

As parent/guardian of this student, I understand the risks associated with allowing my child to use the Internet. Furthermore, in signing this policy electronically through the OSSD Parent Portal, I affirm that the school district made a reasonable attempt to educate me on the known potential risks of using the Internet and the school’s rules and goals of Internet use. Based on this adequate notice, I agree not to hold the Ocean Springs School District responsible for materials acquired or contacts made on the network.

**I have read these responsibilities and agree that I will review them with my child, so that he or she clearly understands this acceptable use policy and agrees to obey all school procedures, civil, and criminal laws.**

**The choices are explained further below.**

**\*I hereby grant \_\_\_\_\_ \*\*Only during class activities, I hereby grant \_\_\_\_\_ \*\*\*I hereby do not grant \_\_\_\_\_**  
permission to the Ocean Springs School District to provide network and Internet access at school.

***\*\*Please be advised that if you select this option your student will not be permitted to use the district Internet access in drop-in labs or the media center unless accommodated and supervised by the classroom teacher during classroom activities.***

***\*\*\*Please be advised that if you select this option your student will not be permitted to use the district Internet access for research and exploration, but your child will still be instructed through the use of Internet-based educational software deemed vital to your child’s educational success.***

**Media Agreement-Online Agreement**

For a variety of reasons (academic activities, athletics, clubs, etc.) your child's name, individual student picture/video image, and/or creative work(s), may appear on a school- or district-related \*website, \*\*newsletter or community newspaper. Also, some activities may involve a classroom to classroom \*video exchange, for example, students studying volcanoes could use video equipment (e.g., webcam) to see and talk to students in a classroom near Mount St. Helens.

**The choices are explained further below.**

**\*I hereby grant \_\_\_\_\_ I hereby do not grant \_\_\_\_\_**  
permission to the Ocean Springs School District to place my child’s name, individual student picture/video/webcam image, and/or creative work(s) on a school- or district-related website, or the Internet.

**\*\*I hereby grant \_\_\_\_\_ I hereby do not grant \_\_\_\_\_**  
permission to the Ocean Springs School District to place my child’s name, individual student picture and/or creative work(s) on a school- or district-related newsletter, or community newspaper.

**\*\*\*\*\* Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

**OCEAN SPRINGS SCHOOL DISTRICT**  
**ONLINE GREYHOUND HANDBOOK ACKNOWLEDGEMENT**

Student handbooks are located online at the Ocean Springs School District website: [www.ossdms.org](http://www.ossdms.org). There are unique handbooks for elementary, middle, and high school. Handbooks are prepared for the purpose of presenting information that will help students and parents to know the opportunities and responsibilities that will be a part of the school experience. Handbooks should be of interest to all students and their parents, and we hope that information supplied in it will be of material assistance. Student handbooks are designed . . .

- to acquaint students with the organization of the Ocean Springs Schools;
- to prevent loss of time and to reduce confusion to a minimum in getting the school organized for this year's work;
- to put in writing the policies and procedures which the administration and faculty have set up as guides for the students; and
- to systemize the school work for students.

Students and parents are encouraged to read, discuss, and develop a thorough understanding of the discipline guidelines presented in the *Greyhound Handbooks*.

**Please note: The Ocean Springs student handbooks do not constitute a contract between the school district and its students. The plans, policies and procedures described in the student handbooks are subject to change by the Board of Trustees and/or school administration at any time. Failure to read the student handbook and other sources of regulations governing the Ocean Springs School District does not excuse the student from the requirements and regulations described therein.**

The policies of the Ocean Springs School District are published in their entirety at [www.ossdms.org](http://www.ossdms.org).

Please acknowledge the plans, policies, and procedures of the Ocean Springs School District as outlined in the student handbook at [www.ossdms.org](http://www.ossdms.org) by clicking-

- I acknowledge the plans, policies, and procedures of the Ocean Springs School District as outlined in the student handbook at [www.ossdms.org](http://www.ossdms.org)

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

**OCEAN SPRINGS SCHOOL DISTRICT**  
**Summary Of The Mississippi School Safety Act Of 2001**  
**Online Agreement**

Recently, state legislators enacted the Mississippi School Safety Act of 2001. The School Safety Act of 2001 is cumulative and in addition to the school district's existing authority regarding discipline of students. The Act recognizes the teacher as the authority in classroom matters regarding the school district's code of conduct.

Pursuant to the Mississippi School Safety Act of 2001, a teacher may remove a student who, in the professional judgment of the teacher, is disrupting the learning environment. ***If the removal is approved by the principal or assistant principal, the student may not be returned to the classroom until a conference has been held with the student's parent, guardian or custodian.*** During the conference, the disruptive behavior will be discussed and an agreement will be reached that no further disruption will be tolerated. The conference may be in person, by telephone, by e-mail or by other written communication.

Among other provisions, this act provides that a student 13 years of age or older may be subject to automatic expulsion on the third occurrence of habitually disruptive behavior during a school year. (Students under age 13 may be subject to expulsion for such conduct pursuant to other school policies and procedures.) For children under the age of 13, the district is now authorized to have a psychological evaluation performed on the child following a second act of disruptive behavior.

The term ***"disruptive behavior"*** means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a teacher's or administrator's ability to communicate with the students in a classroom, with a student's ability to learn, or with the operation of a school or school-related activity, and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school-related activities. The law defines such behaviors to include, but not limited to: foul, profane, obscene, threatening, defiant or abusive language or action toward teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the directions of a teacher.

The term ***"habitually disruptive"*** in the law refers to actions by a student which cause disruption in a classroom, on school property or vehicles, or at a school-related activity on more than two occasions during a school year, and to disruptive behavior that was initiated, willful and overt on the part of the student and which required the attention of school personnel to deal with the disruption. After the third instance of such behavior, the child may be expelled.

After the second instance of behavior that is determined by the principal or designated administrator to have seriously interfered with the school environment, the parents/guardians will be contacted to help develop a behavior modification plan for the student. The Mississippi School Safety Act of 2001 authorizes the district to use audio/visual monitoring equipment in classrooms, hallways, buildings, grounds and buses for the purpose of monitoring disciplinary problems. Requirements imposed by federal law such as IDEA, Section 504, or the Protection of Pupil Rights Amendment (PPRA) supersede any state statutory provisions.

Please indicate that you have read the Summary of the Mississippi School Safety Act by clicking I have read the School Safety Act

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

**District:** Ocean Springs School District  
**Section:** E - Business Management  
**Policy Code:** EEAC - Student Charged Meals

FNS Instruction 796-2 (Rev. 3) lists bad debts as a non-allowable expenditure of Federal Funds. Therefore, losses or meals charged cannot be paid with Child Nutrition Funds.

United States Department of Agriculture (USDA) Policy Memorandum SP-46-2016 requires all School Food Authorities (SFA) operating federal school meal programs to have a written meal charge policy by July 1, 2017.

In accordance with the recommendation on the charging of meals by the Mississippi Department of Education, the Ocean Springs School District shall comply with the regulation as follows:

I. Adults are not allowed to charge meals or solicit food from students.

II. High School students are not allowed to charge meals.

III. K-8 Students can charge meals as follows:

A. Students who are full pay or reduced pay category may charge up to but not more than 5 days.

B. After the fifth day of charges parents/guardians must pay the charges or send a meal from home.

C. Further measures may be taken to collect student account balances including but not limited to:

1. Set up payments with the parents/guardians to pay student account balances.

2. Forward student account balances to a collection agency.

3. Report the parents/guardians to the Department of Human Services in the event of suspected neglect as mandated by law MS Code Sections 93-21-3 and 97-5-23.

4. Parents/guardians that have students with charges will be unable to pre-register for the next school year until all charges are paid in full.

D. During the month of May all charging will be discontinued and parent/guardian will be responsible for maintaining a positive meal account balance.

E. The Child Nutrition Department will develop procedures to implement the Student Charged Meal Policy.

## **Family Educational Rights and Privacy Act (FERPA)** Family Policy Compliance Office (FPCO) Home

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31): School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

**Please acknowledge that you have been provided notification of your rights defined under FERPA.**

**\*\*\*\*\*Note - By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

## Release of Student Information

The Buckley Amendment Regulations of 1980, called the Privacy Rights of Parents and Students, formerly known as the Family Education Rights and Privacy Act (FERPA), 34 Code of Federal Regulations Part 99, permits school officials under certain conditions to disclose certain *directory information* about enrolled students. School officials have the right to release *directory information* unless the parent or eligible student informs the principal that any or all of the information designated below should not be released without prior consent. Ocean Springs High School, however, has determined that student directory information will only be issued to universities, colleges, and branches of the United States military.

- the student's name, address, telephone listing, and date and place of birth;
- parent or lawful custodian's name, address, and telephone listing;
- major field of study and grade level classification, (Example: "high school student," or "10th grade," or "senior;")
- student's participation in officially recognized activities or sports (Example: "soccer team," or "Beta Club;")
- weight and height of members of athletic teams;
- dates of attendance, dates of enrollment, withdrawal, re-entry;
- diplomas, certificates, awards and honors received;
- most recent previous educational agency or institution attended by the student (Example: "transferred from Houston, Texas, high school")

Please click Yes or No to indicate whether or not you have objections to the release of *directory information about your student* being included in press releases, military recruiter lists, directories, official school rosters, honor roll lists, Awards Day Programs, school publications.

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

## **Home Internet Access**

The Common Core Standards are calling upon students to think more and create more. A number of forces are conspiring to open up the classroom, integrate schooling with the larger world, and personalize education to students' individual needs, abilities, and interests. Digital technology is blending face-to-face instruction with personalized online learning that a textbook alone cannot give.

Although most OSSD courses are outfitted with a designated textbook, many of our teachers guide student learning with electronic resources. OSSD is sensitive to the fact that all students do not have internet access at home and that it is necessary to accommodate all students. Therefore, please indicate by clicking Yes or No whether or not your student has access to the internet at home so that teachers may provide alternate resources if necessary.

**\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**



## **OSSD Bring Your Own Device (BYOD) Policy Student Agreement/Parent Permission Form**

I have read the Ocean Springs School District Bring Your Own Device (BYOD) Policy. I understand and will abide by the terms and conditions as stated.

- The district is not responsible for devices including loss; theft; maintenance; upkeep, or data loss and/or corruption.
- I understand that devices are only to be turned on when permitted by the teacher.
- I further understand that not following the guidelines set forth in this policy may result in a loss of privilege(s) as defined by the policy.

The Ocean Springs School District supports and respects each family's right to decide whether or not to allow your child to bring personal devices to school. All students will continue to be able to utilize school equipment as needed.

Please indicate YES if you DO Allow or NO if you DO NOT want to allow your child to bring personal devices to school.

Note\*\*These permissions will be available for electronic signature by Parents/Gaurdians during registration.

## **Age Appropriate Sex Education Curriculum Online Agreement**

In accordance with House Bill 999, each school district in Mississippi must adopt a state approved Sex Education Curriculum. The Ocean Springs School District has adopted the "Choosing the Best" Curriculum (<http://www.choosingthebest.org>). Following the guidelines outlined in this bill, parents have the right to exclude their child from this instruction. This curriculum has been peer reviewed and approved by the Ocean Springs School Board, as well as the Mississippi Department of Education.

Your child's Science/Health teacher will begin teaching this curriculum this school year. There will be a total of 6 lessons that will be taught during the last 4 weeks of school. Instruction will be age appropriate. In grades 6-8 male and female students will be separated during instruction. Please feel free to visit the above website to review the curriculum and feel free to contact your child's Science teacher if you have additional questions.

Please indicate whether or not your child may participate in the lessons for the Sex Education Curriculum by clicking yes or no.

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

**Ocean Springs School District**  
**Alternative Travel Release Online Agreement**

**By clicking** "I hereby grant permission for my student to travel to and from any MHSAA affiliated event associated with OSSD using district, charter, and/or private transportation and will accept full responsibility for medical, hospital and/or any other related expenses and do hereby hold harmless the Ocean Springs School District, the Board of Education of the Ocean Springs School District, their agents and/or assigns of all responsibilities for injuries or expenses and waive any and all claims which may arise against them as a result of participation in these events, including travel" , **you are submitting your signature electronically through the OSSD Parent Portal.**

By granting this permission you are agreeing for your student to travel to and from any MHSAA affiliated event associated with OSSD using district, charter, and/or private transportation. Also you are agreeing that you understand that your student may be transporting themselves or may be transported by another student or parent to and from activities associated with the athletic program and specifically granting permission to travel accordingly.

You are also agreeing that you will accept full responsibility for medical, hospital and/or any other related expenses and do hereby hold harmless the Ocean Springs School District, the Board of Education of the Ocean Springs School District, their agents and/or assigns of all responsibilities for injuries or expenses and waive any and all claims which may arise against them as a result of your student's participation in these events, including travel.

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

**District:** Ocean Springs School District

**Section:** J - Students

**Policy Code:** JCDAB - Student Drug Testing Program Extracurricular Activities

**JCDAB: DRUG TESTING POLICY - STUDENT ATHLETES, DRIVERS,**

**EXTRACURRICULAR PARTICIPANTS**I. The Ocean Springs School District (“OSSD”)

recognizes that drug use by students participating in athletics, extracurricular activities, a drivers' education course, and those who drive and park on campus (hereinafter “participating students”) present special concerns about the dangerous combination of drugs and participation in these activities. While the misuse or abuse of illegal drugs, prescription and even non-prescription drugs is unsafe for any student, the additional demands placed upon participating students make such misuse or abuse dangerous. In response to the serious health risks and other risks posed by participating students’ use, OSSD has implemented a drug testing policy which is designed to provide early detection of drug use and to eradicate or reduce significantly use and influence of prohibited drugs and other chemicals by participating students. In pursuit of these purposes, OSSD declares that the use of prohibited drugs, or intoxication and physical influence thereof, by participating students is inherently unsafe. Such use, intoxication or influence should be detected and prevented and such participating students should be counseled, educated and monitored. All students enrolled in OSSD who are in 7th grade or higher and who (1) participate or who have expressed an intention to participate in any Ocean Springs High School and Ocean Springs Middle School athletic program and/or extracurricular activity or (2) obtain a parking permit to allow them to drive and park on the OSHS campus or (3) enroll in a drivers' education course shall be subject to drug testing to the extent and manner provided for in this policy. The Board authorizes the superintendent to implement procedures in furtherance of the goals of this policy.

**II. DEFINITIONS**“Athletic Department” shall mean the Ocean Springs School District Athletic

Department. “Confirmation test” means a drug test on a specimen to substantiate the results of a prior drug test on the specimen. The confirmation test must use an alternate method of equal or greater sensitivity than that used in the previous drug test. “Drug test” means a chemical test administered for the purpose of determining the presence or absence of a drug in a person’s bodily fluids. “Extracurricular activity” a. A school sponsored activity such as a competitive sanctioned or sponsored activity involving competition, comparison or judging, b. Noncompetitive activities such as school sponsored groups or clubs, c. School sponsored events such as dances, or, d. Students driving or parking on school property and summer drive education. Extracurricular activities are not part of any particular academic class for which a grade is given. Extracurricular activities will include but are not limited to athletics, school dances, Prom, activities associated with clubs and organizations (e.g. such as field trips), and student parking on school property. “Illegal drug” means (a) a prohibited drug as set forth below, (b) a drug listed as illegal under Mississippi law, or (c) a drug which is illegal to use under Mississippi law without a prescription. “Initial test” means an initial drug test to determine the presence or absence of drugs or related metabolites in specimens. “Medical Review Officer” or “MRO” means a licensed physician, either a Doctor of Medicine or Doctor of Osteopathy, or other medical or scientific expert knowledgeable in drug abuse disorders, employed to help the OSSD interpret, evaluate and monitor its drug testing program. “Negative drug test” means a drug test that does not show evidence of a prohibited drug in a person’s system. “Participating Students” are students participating in athletics and/or extracurricular activities and/or those who obtain a parking permit to allow them to drive and park

on campus or enroll in a drivers' education course. "Positive drug test" means a drug test that indicates the presence of a prohibited drug in a person's system. "Prescription medication" means a drug prescribed for use by a duly licensed physician, dentist or other medical practitioner licensed to issue prescriptions. "Prohibited drug" means any drug which is considered a part of the group of drugs listed in Section V. PROHIBITED DRUGS/ALCOHOL of OSSD policy JCDAC. "Random testing" means a neutral selection basis of testing for drugs which provides a mechanism for selecting participating students for testing that: (i) results in an equal probability that any student from a pool of students subject to the selection mechanism will be selected, and (ii) does not give OSSD and school personnel the discretion to waive the selection of any student selected under the mechanism. "Specimen" means a tissue or product of the human body chemically capable of revealing the presence of drugs in the human body. "OSHS" shall mean Ocean Springs High School. "OSMS" shall mean Ocean Springs Middle School. III. ADMINISTRATIVE PROCEDURE

1. Concurrent Drug Testing Policies. This policy and the OSSD policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion) shall be administered separately and concurrently. Tests occurring under this policy shall not be used for or considered for the purposes of the OSSD policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion); but, test results under Policy JCDAC may be considered for the purposes of eligibility to participate in athletics and/or other extracurricular activities or to drive to and park on the OSHS campus or to enroll in drivers' education course and for testing or monitoring under this policy. Participating students are subject both to Policy JCDAC and to this policy.
2. Prohibited Drugs. The Principal and/or OSSD Superintendent shall designate those drugs for which tests shall be administered.
3. Implementation. All participating students and their parents or guardians will be notified of this policy upon (1) entering an athletic program or extracurricular activity, or (2) seeking an OSHS parking permit, or (3) enrolling in drivers' education course. The OSHS and OSMS Principals shall be responsible for the fair, impartial and complete implementation of this policy and for ensuring the no-notice, surprise nature of all testing. The OSSD Administration shall be responsible for the coordination and execution of all testing. An attempt will be made by the school administration to notify the parents prior to the testing beginning. During this notification time, the parent will be given the opportunity to select the method of specimen collection. If the parent is unable to be reached, the method of collection will be done by urinalysis. If the parent is able to be notified in time, the collection method that is selected must be consistent with each subsequent test, if necessary.
4. Consent/Refusal to Consent. All participating students and their parents/guardians shall be asked to sign a consent form acknowledging this policy, authorizing the test for prohibited drugs as provided for in this policy and consenting to the release of the tests results to the Principal, OSSD Athletic Director, and the parents/guardians of the participating student. Results may also be released to the Superintendent or his/her designee and coaches or advisors on a need-to-know and confidential basis. If a participating student and/or his or her parent/guardian declines or fails to sign the consent form, the student will be ineligible to participate in any OSSD athletic or extracurricular program or to drive and park on the OSHS campus or to enroll in drivers' education course.
5. Annual Testing. As an annual prerequisite for participation in a OSSD athletic or extracurricular program, or for permission to drive and park on the OSHS campus, or

enrolling in drivers' education course, all participating students and their parents/guardians must sign a consent form acknowledging this policy, authorizing the test for prohibited drugs as provided for in this policy . Any student who tests positive for drugs may be ineligible to participate in OSSD athletic or extracurricular programs or to drive and park on the OSHS campus or enroll in drivers' education course as provided in this policy, or, in the discretion of the Principal or Athletic Director, may participate subject to the provisions of Section III.10. of this policy.

6. Random Testing. Participating students will be tested on a random basis for use of prohibited drugs. Random tests shall be initiated by the testing laboratory or MRO without prior notice, except that the OSHS Principal or OSMS Principal shall receive notice from the MRO or testing laboratory not more than one (1) hour prior to the commencement of collection of specimens. The random testing shall not be announced or revealed prior to the time of commencement and shall be conducted on a no-notice, surprise basis. The OSSD Superintendent and OSHS Principal or OSMS Principal shall determine the percentage of participating students tested in any one (1) random test, not to exceed ten percent (10%) of eligible students on specific campus.
7. Specimen Collection - All breath, urine, hair, and blood specimens will be collected under reasonable and sanitary conditions. Individual dignity and privacy will be preserved to the extent practicable. Universally accepted standards for testing, labeling, storage and transportation of specimens will be strictly followed by the testing facilities. The MRO will request information before each confirmation test regarding prescription and non-prescription drugs and any other information which could lead to a false positive test. OSSD staff shall be present only for supervising of students during random testing. No OSSD staff shall be involved in the collection, storage, labeling, or handling of specimens from random testing.
8. Testing Procedures - A laboratory certified by the National Institute of Drug Abuse will be designated by OSSD to perform all initial drug tests. The laboratory and the MRO will be responsible for the handling and safe delivery of all positive specimens to the confirmation laboratory and such delivery will be accomplished through proper chain of custody procedures.
9. Finding of Drug Use Consequences Certain extra-curricular activities have an academic component during the school day, as well as an extra-curricular component outside of school hours. This policy applies only to the participation opportunities afforded students during the extra-curricular component of the activity. Therefore, if a student violates this policy, the consequences described below will apply only to the extra-curricular component of the activity. The student's grade will not be lowered because of the student's suspension from participation in extra-curricular activities. The student may be expected to complete alternative assignments during the suspension in order to maintain his or her grade.
  - a. First Violation If the initial test for drugs indicates a negative result, no further test will occur unless there is good reason to suspect the quality of the specimen sample. If the initial test indicates a positive result, a confirmation test will be conducted immediately. Should the confirmation test also indicate a positive result for a participating student, the following consequences shall be imposed:
    - i. The Principal will notify the student and his or her parent/guardian in writing of such positive test results.
    - ii. The student shall be suspended from participation in all athletics and extracurricular activities (which encompasses, for purposes of this policy, all

participation including: tryouts, practices and competitions) and from driving to and parking on the OSHS campus or being enrolled in a drivers' education course for a minimum of thirty days.

- iii. The student shall submit to a mandatory drug test at a laboratory certified by the National Institute of Drug Abuse that will be designated by OSSD, on or about thirty days after the date on which OSSD received notification of the confirmation tests' positive result. Parent/Guardian will be responsible for the cost of the test and OSSD will determine time frame it will be administered. A positive test result shall constitute a separate violation of this policy and shall be treated as a second violation.
  - iv. The student shall be required to complete a drug counseling or education program at the expense of the parent/guardian. A drug counselor shall determine the length and manner of counseling which suits the best interest of the individual student. Refusal to participate in the counseling program, as set forth in this paragraph, will be treated and handled as a second positive test result.
  - v. The student will not be allowed to resume participation until he/she has had a negative drug test at the expense of the parent/guardian.
  - vi. The OSSD reserves the right to require the student to submit to periodic or unannounced retests during the calendar year of the violation at the expense of parent/guardian.
- b. Second Violation Should a participating student test positive for a second time, the following consequences shall be imposed:
- . The Principal will notify the student and his or her parent/guardian in writing of such positive test results.
    - i. The student shall be suspended from participation in all athletics and extracurricular activities (which encompasses, for purposes of this policy, all participation including: tryouts, practices and competitions) and from driving to and parking on the OSHS campus or being enrolled in a drivers' education course for a minimum of thirty days.
    - ii. The student shall submit to a mandatory drug test at a laboratory certified by the National Institute of Drug Abuse that will be designated by OSSD, on or about thirty days after the date on which OSSD received notification of the confirmation tests' positive result. Parent/Guardian will be responsible for the cost of the test and OSSD will determine time frame it will be administered. A positive test result shall constitute a separate violation of this policy and shall be treated as a third violation.
    - iii. The student shall be required to attend a drug counseling or rehabilitation program at the expense of the parent/ guardian. A drug counselor shall refer the student to a OSSD approved outside drug counseling agency. Documentation of attendance and completion of counseling must be submitted to the principal before participation/eligibility is reinstated.
    - iv. The OSSD reserves the right to require the student to submit to mandatory drug testing during the calendar year of the violation as often as deemed appropriate by the administration. The student will not be allowed to resume participation until he/she presents a negative result on a retest.
- c. Third Violation Should a participating student test positive for a third time,

the following consequences shall be imposed:

- . The Principal will notify the student and his or her parent/guardian in writing of such positive test results.
  - i. The student shall be suspended from participation in all athletic and extracurricular activities and from driving to and parking on the OSHS campus and from drivers' education course for a minimum of one calendar year.
  - ii. The student shall be required to attend a drug counseling or rehabilitation program at the expense of the parent/ guardian. A drug counselor shall refer the student to a OSSD approved outside drug counseling agency. Documentation of attendance and completion of counseling must be submitted to the principal before participation/eligibility is reinstated.
  - iii. The OSSD reserves the right to require the student to submit to mandatory drug testing during the calendar year of the violation as often as deemed appropriate by the administration. The student will not be allowed to resume participation until he/she presents a negative result on a retest. No positive test results as described in this policy will be used as grounds to discipline, suspend or expel a participating student, except for the guidelines provided in this policy. Any student who intentionally evades a preseason or random test will be suspended from practice and competition until a test is taken and may be subject to discipline for the evasion.

**Appeal.**A participating student has the right to appeal a decision of the Principal by following the complaint procedures as outlined in School Board Policy JCAA, Student Due Process Rights. Participation in athletic and extracurricular programs and parking at Ocean Springs High School or enrolling in drivers' education course is a privilege only and a student has no property right or interests in such participation.

**Medical Review Officer.**As part of this policy, OSSD will utilize the services of a medical review officer (MRO) as designated by OSSD. The MRO will interpret, monitor and evaluate all positive test results so as to determine whether any alternative medical explanation could account for the positive results. The MRO must be a licensed physician, or group of licensed physicians, knowledgeable in drug abuse disorders.

**Confidentiality.**The results of a student's drug test shall not be released to anyone other than the Medical Review Officer, the Principal, the Athletic Director and the student's parents/guardians. Results may also be released to the Board of Trustees, the Superintendent or his/her designee, school attorney, athletic department personnel and/or school advisor on a need-to-know and confidential basis. No other person may receive the test results without the express authorization and consent of the participating student and his or her parent/guardian.

**Cost.**OSSD will bear the cost of the initial drug test required by OSSD under this policy. The participating student or his or her parent/guardian will pay the costs of any retest requested by the student and of all tests required after a violation of this policy, as outlined in Section III.9. above. If a parent requests that blood testing is utilized then the parent will be responsible for the additional costs associated with the testing method above and beyond the cost of the hair testing.

**Use of Prescription or Legal Non-prescription Drugs.**Prior to an initial drug test, a participating student may voluntarily disclose the use of any prescription or non-prescription drugs, but will not be required to do so. If the initial test results are positive, the MRO shall request from the student and/or the parent/guardian information regarding what, if any, prescription and non-prescription drugs, the student was using at the time of the test. Information regarding a student's



need for and possession and use of prescription and non-prescription drugs is considered confidential, sensitive and private. The information is necessary and will only be used for the assistance and safety of the student needing the medications, the safety of other students, and, in the event of a positive initial test result, to assist the MRO in determining possible causes of a false-positive test. The information should only be available to the Principal, the Athletic Director or athletic department personnel to the extent practical.

**Adopted Date:** 4/8/2014  
**Approved/Revised Date:** 10/14/2014

---

**\*\*\*\*\*Note - By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**

## **Video Permission Online Agreement**

At Ocean Springs School District there are certain videos shown for educational purposes. Although the films do have educational value and fit in with our curriculum, some may be rated PG/PG-13.

Please indicate YES if you DO Allow or NO if you DO NOT want to allow your child to view educational movies that are PG/PG-13.

**\*\*\*\*\*Note- By submitting your response through the OSSD Parent Portal you are submitting your signature electronically.**