STUDENTS

Prohibited Substances

The rules governing those substances prohibited by the Prince William County Public Schools (PWCS) are set forth in this regulation and are summarized in the “Code of Behavior.”

In order to assure the safety and welfare of students, staff, and other persons on school property or at school activities, certain substances are prohibited on any school property, on school buses, at any school-related activity, going to or from school or at any school-related activity, regardless of where that activity takes place. Students involved in the possession, use, receipt or attempted receipt, purchase or attempted purchase, distribution or attempted distribution of drugs (illegal, prescription, and/or over-the-counter), alcohol, inhalant intoxicants, look-alikes, placebos, or paraphernalia, on school property or at school-related activities, or who arrive at school under the influence of same, are subject to suspension and/or expulsion from school. In addition, students may be subject to suspension or expulsion for the possession, use, receipt or attempted receipt, purchase or attempted purchase, or distribution or attempted distribution, of the aforementioned substances at school bus stops or on public property or property open to public use within 1,000 feet of a school bus stop. School property means any real property owned or leased by the School Board, or any vehicle owned or leased by the School Board, or any vehicle owned, leased, or operated by, or on behalf of, the School Board. Distribution includes the delivery, transfer, sale, exchange, barter, or gift, of a prohibited substance or related paraphernalia.

Students may also be subject to disciplinary action for conduct involving prohibited substances which occurs off school grounds, if the conduct results in a material disruption to the operation of the school, if the conduct is planned in school or at school activities, if the conduct occurs when the student is under the school’s authority in loco parentis, if the conduct threatens the safety or security of students, staff, or school property, or if the conduct is otherwise connected to the school.

Examples of Prohibited Substances

The possession, use, receipt or attempted receipt, purchase or attempted purchase, distribution or attempted distribution, of any prohibited substance or related paraphernalia is expressly forbidden and is a serious infraction of the “Code of Behavior.”

Examples of prohibited substances and related paraphernalia include, but are not limited to, alcohol, non-alcoholic brews, alcohol products or alcohol containers; illegal drugs and substances; prescription and over-the-counter drugs; inhalant intoxicants or other substances inhaled for the purpose of intoxication; anabolic steroids; look-alikes or placebos of the aforementioned items; and drug or alcohol paraphernalia.
Students for whom medication is necessary while at school or school-related activities, shall provide written documentation from the parent(s)/guardian(s) regarding the necessity for, and dosage of such medication to the school nurse or other school official. All such medications must be immediately surrendered to the school nurse or appropriate school personnel and may only be consumed by students, or be in the possession of students, with the approval of the school nurse or appropriate school personnel. The procedures for administering medication are delineated in Regulation 757-4, “Administering Medication.”

Mandatory Expulsion

§ 22.1-277.08 of the Virginia Code, “Expulsion of students for certain drug offenses,” requires the School Board to expel from attendance any student who the Board has determined to have brought a controlled substance, imitation controlled substance, or marijuana, onto school property or to a school-sponsored activity. However, the School Board, the Superintendent’s designee (the Level Associate Superintendent, the Director of the Office of Student Management and Alternative Programs (OSMAP), the Supervisor of Student Management, or an OSMAP hearing officer) shall have the authority to modify the type of disciplinary action when special circumstances exist, based on the facts of a particular situation. Special circumstances include, but are not limited to, the statutory criteria set forth at § 22.1-277.06 (C) of the Virginia Code, as described in Regulation 745-1, “Long-Term Suspension or Expulsion of Students.” Nothing in § 22.1-277.08 of the Virginia Code or this regulation shall be construed to require a student’s expulsion regardless of the facts of the particular situation. Students who violate the law shall be referred to local authorities for appropriate action in the criminal justice or juvenile delinquency system.

The list of prohibited substances and paraphernalia for which a student may be expelled under the rules of PWCS is broader than the list of prohibited substances for which the law mandates expulsion. Even if the prohibited substances or related paraphernalia do not fall within the class of substances prohibited by law, the School Board strictly prohibits the possession, use, receipt or attempted receipt, purchase or attempted purchase, or distribution or attempted distribution, of prohibited substances or paraphernalia.

In some cases, there may be a question about whether or not a substance or object is considered to be prohibited. The nature and appearance of the substance or related paraphernalia, its purpose, and how it was used, or intended to be used, shall be considered when deciding if the substance or paraphernalia warrants a recommendation for disciplinary action up to and including expulsion.
Duty to Report Prohibited Substances

All employees and students of PWCS are required to immediately notify the principal, assistant principal, any community resource officer, security personnel, teacher, or other school employee if they have reason to believe that there are, or are likely to be, prohibited substances or related paraphernalia in school, on school grounds, on school buses, at bus stops, on the way to or from school, or at any school-related activity. Students who have such knowledge, but fail to report the presence or anticipated presence of prohibited substances or related paraphernalia may themselves be subject to disciplinary action. The principal or the principal’s designee shall retain commensurate authority to immediately act within School Division policy to assure the safety and welfare of students and staff. The resources of the School Division and local police department shall be available to assist the principal in this action. Any substances seized by the school administration shall be documented on a Property Seizure, Transfer, and Disposition Record form (Attachment I).

Consequences of a Prohibited Substance Violation

Students violating the rules and regulations governing prohibited substances and related paraphernalia shall have an informal conference with the principal or assistant principal of the school. Following the conference and review with the Level Associate Superintendent, a recommendation for expulsion or other disciplinary action shall be made, in which case the procedures set forth in Regulation 745-1, “Long-Term Suspension or Expulsion of Students,” shall be followed as appropriate.

A substance abuse suspension shall also result in an immediate suspension for a minimum of 30 calendar days from participation in all school activities (teams, clubs, and all other school-sponsored activities), including practices. A student who is suspended from school for a period longer than 30 days or who is expelled from school for a substance abuse offense shall not be allowed to participate in such school activities and is not allowed on school property or at school-related activities for the duration of the suspension or expulsion.

The Associate Superintendent for Student Learning and Accountability (or designee) is responsible for implementing and monitoring this regulation.

The Associate Superintendent for Student Learning and Accountability (or designee) is responsible for reviewing this regulation in 2020.
### Prince William County Public Schools

**Property Seizure, Transfer, and Disposition Record**

**Seizure Activity**

- **How Obtained:**
  - ☑ Seized
  - ☑ Found
  - ☐ Transfer
  - ☐ Other

- **School/Facility/Other:**

- **Obtained From:**
  - __________________________ Date: __________ Time: __________

- **Name**
  - ☑ Perpetrator
  - ☑ Suspect
  - ☑ Victim
  - ☑ Witness
  - ☑ Finder
  - ☑ LE/Security
  - ☑ Other: __________________________

- **Person Receiving Property:**
  - __________________________ Signature: __________________________

- **Item:**
  - __________________________

- **Make / Model:**
  - __________________________

- **Serial #:**

- **Describers:**
  - __________________________

- **Color(s):**

- **Exact Location Item Obtained:**

### Chain of Custody

<table>
<thead>
<tr>
<th>Date/ Time</th>
<th>Relinquished By</th>
<th>Received By</th>
<th>Purpose of Transfer</th>
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<tbody>
<tr>
<td>Date:</td>
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<td>Agency:</td>
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</tbody>
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### Final Disposition

- **Released To:** __________________________ Signature: __________________________
  - Title: __________________________ Date: __________ Reason: __________________________

- **Destroyed By:** __________________________ Signature: __________________________
  - Title: __________________________ Date Destroyed: __________ Method: __________________________

  **Witness to Destruction of Item**
  - The item listed above was destroyed in my presence on the date indicated above.

  __________________________
  __________________________
  __________________________

  *(one record per item)*