



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATION

Regulation Name: Substance Use
Section: Educational Services

Regulation Code: ES-1.1.9
Policy Code Reference: ES-1.1

Established: June 21, 1999

Revised or

Reviewed: January 31, 2008; June 21, 2018; June 20, 2023

1. OBJECTIVE

This administrative regulation is written in accordance with the guiding principles in Board Policy ES-1.1, Safe and Caring Schools. This administrative regulation is not intended to address the proper use of prescribed medications.

2. DEFINITIONS

Administrative Regulation

A document issued through the Director of Education, governing the implementation of a Board policy, or required to coordinate and control certain aspects of system operations.

Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

PPM

Policy and Program Memorandum

3. APPLICATION

This administrative regulation applies to all Board employees who work with or support students, students, and parents/guardians.

4. RESPONSIBILITY

4.1 Responsibility for this administrative regulation is as outlined in the Board Policy ES-1.1, Safe and Caring Schools.

4.2 The principal is responsible for:

4.2.1 promoting educational programs related to substance use which are pro-active, preventive in nature and emphasize the importance of self-esteem and healthy lifestyles;

- 4.2.2 conducting a review of the substance use programs in conjunction with school goals and the Board's Code of Conduct for Students;
- 4.2.3 promoting staff awareness, through in-service opportunities, of programs and resources available; and
- 4.2.4 ensuring that a student, who requests assistance in overcoming challenges with substance use, is referred to the appropriate support services.

5. PROCEDURE

5.1 Responsibility of Students in Substance Use Prevention

In accordance with Board Policy ES-1.1, Safe and Caring Schools, no student shall:

- 5.1.1 be in possession of any substance(s) for the purpose of intoxication, legal, illegal or prescribed, on school property, on school transportation, or at any school-related event or out of classroom program;
- 5.1.2 bring or distribute any substance(s) for the purpose of intoxication, legal, illegal or prescribed, onto school property, on school transportation, or to any school-related event or out of classroom program; and
- 5.1.3 attend school, a school-related event, and/or an out of classroom program, and/or access school transportation under the influence of any substance, legal or illegal, used for the purpose of intoxication.

5.2 Procedures for Dealing with Substance-related Incidents

- 5.2.1 Where a staff member has reason to believe that a student is in contravention to this administrative regulation, the staff member shall refer the student to the principal, or designate, who will respond by investigating and determining appropriate discipline as well as any required support.

6. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS

Board Policies:

[B-3.2, Equity, Diversity and Inclusion](#)

[B-3.3, Human Rights: Code-Based Discrimination and Harassment](#)

[ES-1.1, Safe and Caring Schools](#)

Administrative Regulations:

[ES-1.1.1, Discipline/Promoting Positive Student Behaviour/Code of Conduct](#)
[ES-1.1.1A, Appendix A: Discipline/Promoting Positive Student/Behaviour/Code of Conduct](#)
[ES-1.1.2, Suspension](#)
[ES-1.1.3, Expulsion](#)
[ES-1.1.4, Child in Need of Protection](#)
[ES-1.1.8, Procedures in the Event of a Bomb Threat](#)
[ES-1.1.10, Safe Arrival Program](#)
[ES-1.1.12, Sexual Misconduct by Students](#)
[ES-1.1.12A, Appendix A: Police/School Board Protocol](#)
[ES-1.1.13, Anti-Sex Trafficking](#)

Procedural Documents:

Ensuring Student Safety and Protection Together Protocol, 2019
[Police/School Board Protocol \(2016\)](#)
Violence Threat Risk Assessment (VTRA)

7. REFERENCE DOCUMENTS

Legislation:

[Accessibility for Ontarians with Disabilities Act](#)
[Education Act](#)
[Municipal Freedom of Information and Protection of Privacy Act](#)
[Ontario Human Rights Code](#)
[Ontario Regulation 472/07 – Behaviour, Discipline and Safety of Pupils](#)
[Ontario Safe Schools Act](#)

Other Documents:

[Caring and Safe Schools in Ontario](#)