

## **DRUG-FREE WORKPLACE**

The school board will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 (L 202-226). In compliance with statutory requirements, the school board will:

1. Notify all employees, in writing, that the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol is prohibited in the district's workplace and that any violation is subject to disciplinary action.
2. A drug-free awareness program is provided by the nurse and/or building administrator to inform employees about:
  - a. the dangers of illicit drugs in the workplace;
  - b. the school district's policy of maintaining a drug-free workplace;
  - c. available drug and alcohol counseling, rehabilitation, and employee assistance and/or reentry programs; and
  - d. the penalty/penalties that may be imposed on employees for drug and alcohol violations occurring in the workplace.
3. Notify employees that, as a condition of employment in the district, they will agree to and abide by the terms of the policy, and will notify the district of any drug statute conviction within five (5) days of a conviction.
4. Establish the following as grounds for disciplinary action:
  - a. working under the influence of alcohol or illegal drugs, no matter where consumed;
  - b. having a sealed or unsealed container of alcohol, or consuming alcohol on school property. (Any employee who finds any type of container of alcohol on school property must report it to the administration as soon as possible.);
  - c. possessing or distributing controlled substances and/or drug paraphernalia on school property; consuming, possessing, or distributing alcohol or illegal drugs at official\* school functions not on school property.

\*An official school function is defined as one which is authorized and conducted by the school with school officials present, in charge, and on duty, such as, but not limited to:

- interscholastic athletic contests



- field trips
  - school dances
5. May alert the local law enforcement agency of suspected violations of the policy.
  6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy.
  7. The school board may take any of the following disciplinary actions (either alone or in combination) regarding any employee who is in violation of the policy:
    - a. suspension;
    - b. termination of employment;
    - c. satisfactory participation and completion of a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health or law enforcement, or other appropriate agency;
    - d. periodic evaluations and/or random testing at the discretion of the school board.

**Legal References:**

RSA 193-B, *Drug Free School Zones*

Public Law 101-226, *Drug-Free Schools and Communities Act Amendments of 1989*

41 USC Section 701 Et. Seq., *Drug-free Workplace Requirements for Federal Contractors*

Adopted 1999

Reviewed 2010

