

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ADB
DRAFT to Policy Committee: May 9, 2011 Date of First Read to School Board: May 25, 2011 School Board Second Read/Adoption: June 15, 2011 Policy Committee Review No Changes – November 9, 2012	Page 1 of 2

### **DRUG-FREE WORKPLACE/DRUG-FREE SCHOOLS**

The Oyster River Cooperative School District will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 and the Drug-free workplace requirements for Federal contractors, 41 U.S.C. §701. In compliance with these requirements, the District 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. Notification will be accomplished by distribution of this policy to all employees.
2. Provide a drug-free awareness program to inform employees about:
  - a. The dangers of illicit drugs in the workplace;
  - b. The District's policy of maintaining a drug-free workplace;
  - c. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry 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 resulting from workplace conduct within five days of the 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 an unsealed container of alcohol or consuming alcohol on School property. (Any employee who finds any type of container of alcohol on School property should report it to the administration immediately.)
  - c. Consuming, possessing, or distributing alcohol or illegal drugs on school property or at official school functions not on school property.
  - d. Distribution or sale of a controlled substance is prohibited.
5. Alert the local law enforcement agency of suspected violations of the policy.
6. Take any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
  - a. Suspension
  - b. Termination of employment

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c. Satisfactory participation in 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.

7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

**Legal References:**

RSA 193-B, Drug Free School Zones  
41 USC Section 701 Et. seq., Drug-free workplace requirements for Federal contractors  
Public Law 101-226, Drug-Free Schools and Communities Act Amendments of 1989

**Cross Reference:**

EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers