

DRUG-FREE WORK PLACE

The Newtown Board of Education, working with the Superintendent, will provide a drug-free work place in accordance with applicable federal and state statutes and regulation. As such, the Newtown Board of Education certifies it will:

1. Notify all employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the school district's work place and specify the actions that will be taken against employees for violation of such prohibitions.
2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse; the district's policy of maintaining a drug-free work place; any available drug counseling, rehabilitation, and employee assistance programs; and the penalty that may be imposed on employees for drug abuse violations occurring in the work place.
3. Make it a requirement that each employee be given a copy of the statement concerning a drug-free work place.
4. Notify the employees in the required statement that as a condition of employment, the employees will abide by the terms of the statement and will notify the district of any criminal drug statute conviction for a violation occurring in the work place no later than five (5) days after such conviction.
5. Notify the federal agency within ten (10) days after receiving notice from any employee or otherwise receiving notice of such conviction.
6. Indicate to employees that their failure to report incidents of violations of this policy by other employees not only violates their obligations to the board to assist in the maintenance of a safe and healthy work place, but also denies the offending party an opportunity for rehabilitation prior to the possible occurrence of more serious actions and/or consequences.
7. Based on the severity of the incident, choose one of the following actions within thirty (30) days of receiving notice with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination; or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by federal, state, or local health, law enforcement, or other appropriate agency.

Reference: 10-154a, 10-221(d)

Adopted 11/19/90

Modified 10/10/95, 11/12/97