

SUBSTANCE-FREE WORKPLACE

In compliance with federal regulations implementing the Drug-Free Workplace Act of 1988, 34 CRF Part 85, Subpart F, the following policy is established:

1. All employees will be notified by published statement that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, to include alcohol and tobacco products, is prohibited in the Wareham Public Schools. Further that employees found in violation of such prohibition will be subject to discipline up to and including termination and/or shall be required 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.
2. It shall be the policy of the Wareham Public Schools to implement the procedures required and placed on file with Federal authorities entitled Certification Regarding Drug-Free Workplace Requirements Grantees Other Than Individuals.
3. All employees shall be given a copy of the certification statement.
4. All employees will: a) be advised of the dangers of alcohol and other drug abuse in the workplace; b) be advised that the Wareham Public Schools intends to maintain a drug-free workplace; c) be provided information regarding available drug counseling, rehabilitation and/or employee assistance programs for substance abuse; and d) be advised of the penalties imposed upon employees for alcohol and other drug abuse violations occurring in the workplace.
5. The Wareham Public Schools will a) notify all employees that as a condition of employment, the employee will abide by the terms of the statement and will notify the District of any criminal drug statue conviction for a violation occurring in the workplace no later than five days after such conviction; b) notify the federal agency within ten days after receiving notice from an employee or otherwise receiving notice of such conviction; and c) take one of the following actions within 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 a federal, state or local health law enforcement, or other appropriate agency.

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LEGAL REFS: FEDERAL REGULATIONS ACT OF 1988, 34 CRF PART 85, SUBPART F

*SOURCE: MASC March 2016*