

COLCHESTER SCHOOL DISTRICT**POLICY: ALCOHOL AND DRUG-FREE WORKPLACE****DATE ADOPTED:** September 6, 2005**POLICY STATEMENT**

It is the policy of the Colchester School District to maintain a workplace free of alcohol and drugs. No employee will unlawfully manufacture, distribute, dispense, possess or use alcohol or any drug on or in the workplace.

DEFINITIONS

Alcohol includes alcohol, spirits, and malt beverages as defined by 7 V.S.A. § 2 which includes but is not limited to beer, port, stout, ale, wines, cordials, and liquors. This does not include medicinal products which may contain alcohol.

Drug means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal statute or regulation.

Workplace means the site for the performance of work for the School District, including any school building or any school premises and any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities. It also includes off school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the School District.

EMPLOYEE RESPONSIBILITIES

As a condition of employment, each employee will notify the Superintendent in writing of his or her conviction of any criminal drug statute for a violation occurring on or in the workplace as defined above. The employee must notify the Superintendent no later than five days after such conviction. Within 10 days of notification from an employee, or receipt of actual notice of an alcohol or drug conviction, the Superintendent will notify any federal or state officers or agencies legally entitled to such notification.

As a condition of employment, each employee must abide by the terms of the School District policy respecting an alcohol and drug free workplace.

An employee who violates the terms of this policy may be asked to satisfactorily complete an alcohol or drug abuse assistance or rehabilitation program approved by the Board. In addition, an employee who violates the terms of this policy will be subject to disciplinary action, including but not limited to non-renewal, suspension or termination at the discretion of the Board.

Date Warned: July 29, 2005
First Reading: August 2, 2005
Second Reading: September 6, 2005

ADMINISTRATIVE RESPONSIBILITIES

The Board will take action in accordance with the District's policies and procedures as well as applicable state and federal law.

The Superintendent or his or her designee will conduct a biennial review of the District's student and employee drug prevention programs as required by the Safe and Drug-Free Schools and Communities Act of 1994.