

# SANBORN REGIONAL SCHOOL DISTRICT

SRSD File: ADB

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

### Statement of Purpose

This policy declares that Sanborn Regional School District will provide a drug-free workplace in accordance with the Drug-free workplace requirements for federal contractors, 41 U.S.C. §8102, and federal grant recipients, 41, U.S.C. §8103. The School District will provide a drug-free school zone in accordance with New Hampshire's Drug-Free School Zones law, RSA Chapter 193-B.

### Statement of Policy

In compliance with statutory requirements the Sanborn Regional School District certifies that it will:

1. Notify all employees in writing that the unlawful manufacture, distribution, possession, dispensing or use of a controlled substance, illegal 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. Further, it is grounds for disciplinary action to work under the influence of a controlled substance, alcohol or illegal drugs, no matter where consumed.
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. Possessing or distributing controlled substances or illegal drugs on School property.
  - d. Consuming, possessing, or distributing a controlled substance, 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

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School with School officials present, in charge, and on duty, such as, but not limited to:

- i. Interscholastic athletic contests
  - ii. Field trips (including overnight or extended trips)
  - iii. School dances
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
    - 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.
  8. Post at each school and in each school bus Drug-Free School Zone signs with a map of the drug-free zone around each school. The signs will be those provided by the New Hampshire Department of Education, as required by RSA 193-B:3, I; Ed. Part 316.

Related Policy: GBEC

**Legal Reference:**

41 USC §8101 Et. seq., Drug-free workplace requirements for Federal contractors, and Federal grant recipients

RSA 193-B, Drug Free School Zones

Effective: October 23, 1991  
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