

**BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT**

Subject: Drug and Alcohol Abuse by Employees

Policy Number: GBCBA Effective Date: 5/2018

Date of Original Policy and Revisions: 10/90, 1/95, 1/00, 2/06, 1/09, 10/11, 4/15

Cancels Policy No.: N/A Dated: N/A

Date of Next Review: 5/2021

POLICY

The Board believes that all students have the right to learn in an atmosphere that is conducive to their success. The abuse of drugs and alcohol by employees will have a deleterious effect on the ability of the student to learn and on the ability of the staff to provide a meaningful educational program. The district intends to provide a safe work environment and encourage personal health. With respect to the use and abuse of chemicals, all district employees are responsible to act as role models for students.

Prohibited Conduct

The possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the district's activities is prohibited. The possession or distribution of drug paraphernalia associated with illegal drug use or of "look-alike" substances that are represented or purported to be illegal or controlled substances is also prohibited.

Any employee who admits to or who is observed to be under the influence of alcohol or illegal drugs while at work or who possesses, sells, trades, or offers for sale illegal drugs may be subject to disciplinary action up to and including recommendation for dismissal and a referral for possible prosecution.

- a. "Drugs" shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance. Alcohol shall include any form of alcohol for consumption, including beer, wine, wine coolers, or liquor.
- b. "Workplace" shall mean the site for the performance of work done for the district. This includes any district building or any district-approved vehicle (including the employee's own vehicle) used to transport students or fellow employees to and from school or school activities, or to transport fellow workers to and from different work sites; and off-school property during any district-sponsored activity or district-approved activity, event or function, such as field trip or athletic event, where students are under the jurisdiction of the district.

Prescription Medication

Any employee who is under the treatment of a physician and who must bring prescription medicines to the workplace shall carry the medicines in the original container bearing the name of the drug, the name of the physician, and the prescribed dosage.

Reporting the Use or Presence of Drugs or Alcohol

Any employee who is aware of the use of drugs or alcohol by employees or the presence of controlled substances on district property, in district vehicles, or at school-sponsored activities should bring such information to the attention of a supervisor or the Superintendent or designee.

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Employee Counseling

It is the responsibility of the employee's supervisor to counsel with an employee and/or refer the employee to the Superintendent or designee for appropriate counseling whenever changes in performance are observed that suggest an employee may have a problem with drugs or alcohol. The supervisor or the Superintendent or designee may suggest that the employee voluntarily seek help.

Awareness

The administration will distribute copies of this policy to each employee annually and will periodically provide information about the dangers of drug and alcohol abuse in and outside the workplace.

The district shall develop a list of appropriate community agencies and service providers who are qualified to meet personnel needs regarding alcohol or other substance abuse, and will make the list available to employees.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

None.