

DRUG-FREE WORKPLACE

The Terrebonne Parish School Board shall strive to provide and maintain a drug-free workplace as defined in the Federal Drug-Free Workplace Act of 1988. Manufacturing, distributing, possessing and using illegal controlled substances in or on School Board property presents serious problems and risks for employees. The intent of this policy is to prohibit unlawful actions related to alcohol abuse, and illegal controlled substances in the workplace by employees.

DRUG-FREE WORKPLACE CERTIFICATION

In order to meet the requirements for certification that the Board maintains a drug-free workplace (Drug-Free Workplace Act of 1988, 34 CFR Part 85, Subpart F) for federal grants, the Board assigns responsibility to appropriate supervisors for:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, use, or being under the influence of alcohol or a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about
 - (1) The dangers of drug abuse in the workplace;
 - (2) The policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment, the employee will
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute convictions within five (5) days;

- (e) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), and (d).

EMPLOYEE STATEMENT OF NOTICE FOR A DRUG-FREE WORKPLACE

Employees of Terrebonne Parish School Board are prohibited from unlawfully manufacturing, distributing, selling, possessing, using or being under the influence of alcohol or illegal controlled substances in the workplace. (Illegal controlled substances as defined in Schedules I through V of Section 202 of controlled Substance Act. The workplace is any Terrebonne Parish School Board property.)

Every employee will:

- (1) Abide by the terms of this statement; and
- (2) Notify the Terrebonne Parish School Board (Personnel Department of any criminal drug statute conviction within five days.)

Any employee engaged in the above described activities occurring in the workplace will be subject to immediate suspension or discharge for willful neglect of duty, subject to appropriate due process.

Ref: 21 U.S.C. CFR 1300.11 et seq.; Board minutes, 5-1-90, 5-17-90, 6-15-93.