

DRUG FREE WORKPLACE

The Western Heights Board of Education, in keeping with the federal requirements, makes the following statement to all employees:

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in all work stations in the Western Heights School District. Such action is prohibited by an employee during that employee's work hours or in the performance of any duties for the Western Heights School System. Any employee in violation of such prohibition shall have appropriate personnel action taken against said employee, including possible termination. As a condition of employment the employee agrees to abide by the terms of this statement and to notify the Board of Education of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction, provided the employee is aware of the conviction.

Each year a central office administrator will present information in writing informing employees about the dangers of drug abuse in the workplace, the availability of drug counseling, rehabilitation, and assistance programs.

Adopted: 05-01-89

Revised: 12-16-91