

## **DRUG-FREE SCHOOLS, COMMUNITY AND WORKPLACE: 5201P**

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### **A. General Provisions**

1. The following procedures are to ensure the safety of students and staff, and to support the goals of Policy 5201, maintaining a drug-free workplace and drug-free schools.
2. The District has the right to require the employee to participate in an assessment with a District-approved State certified drug/alcohol agency and to follow the recommendations of the assessment.
3. As a condition of employment in the Federal Way Public Schools, each employee shall notify his or her supervisor/designee of his or her conviction of any criminal drug statute for a violation occurring in the workplace as defined in Federal Way Public Schools Policy 5201. Such notification shall be provided no later than five (5) calendar days after such conviction.
4. If an employee is believed to be under the influence of a chemical substance (including alcohol) at the workplace the Superintendent or designee will be contacted and the following steps will be implemented:
  - a) The Supervisor/designee will inquire and gather information as to the suspected use by the employee;
  - b) The Supervisor/designee will question the employee as to the suspected use of chemical substances or alcohol.
  - c) At the direction of the District, the employee will be required to take a breathalyzer, alcohol-screen, rapid eye exam, blood test, or urinalysis at a licensed medical facility at the District's expense. Failure to comply may result in disciplinary action.

### **B. Prescription Medications**

1. If, as a result of testing under this policy, an employee is found to have the presence of controlled substances in the body which is a result of the use of his/her legally prescribed medication the employee must provide evidence from his/her physician that the employee can safely perform his/her assigned duties when taking the prescribed medication in the prescribed dosage. If the results of the tests authorized under this policy indicate that the employee has taken dosages in excess of the prescribed amounts, the employee will be subject to the consequences described in this procedure.