

DRUG-FREE WORKPLACE POLICY

The School Committee and Superintendent will do all within their power to provide a drug-free workplace to include:

1. Notifying employees in writing that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, is prohibited in the District's workplace, and specifying the actions that will be taken against employees for violation of such prohibitions.
2. Establishing a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the District's policy of maintaining a drug-free work-place; and available drug counseling, rehabilitation, and employee assistance programs; and the penalty that may be imposed on employees for drug abuse violations occurring in the workplace.
3. Making it a requirement that each employee whose employment is funded by a federal grant be given a copy of the statement as required.
4. Notifying the employee in the required statement that as a condition of employment under the grant, the employee will abide by the terms of the statement, and will notify the District of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
5. Notifying the federal agency within ten days after receiving notice from an employee or otherwise receiving notice of such conviction.
6. Taking one of the following actions within 30 days of receiving notice with respect to any employee who is so convicted; take appropriate personnel action against such an employee, up to and including termination; or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health law enforcement, or other appropriate agency.
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy.
8. Maintaining a Memorandum of Understanding (MOU) with the Cohasset Police Department which shall be reviewed by the Cohasset School Committee annually. Likewise, substance abuse enforcement policies contained in Student Handbooks will be given particular emphasis during the School Committee annual review and approval process.

LEGAL REFS.: The Drug-Free Workplace Act of 1988

CROSS REFS.: IHAMB, Teaching about Alcohol, Tobacco and Drugs
JICH, Drug and Alcohol Use by Students

Adopted: June 2016