

Personnel

Alcohol, Drugs, and Tobacco Use

The Board of Trustees is concerned with maintaining a safe and healthy working and learning environment for all staff and students. Medical research indicates that the use of alcohol, drugs and tobacco are hazardous to one's health. In addition to the health hazard to the individual, certified employees are entrusted with the responsibility of imparting knowledge and serving as role models to students.

Alcohol and Drugs

The Board of Trustees recognizes the importance of maintaining a drug-free environment for its staff and students. In compliance with federal and state requirements, employees are prohibited from the unlawful manufacture, distribution, dispensing, possession or use on or in the workplace of any alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance. Controlled drugs are further defined in schedules I through V of section 202 of the controlled substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15.

The "workplace" is defined to mean the site for the performance of work done. That includes any Academy building or any Academy premises; any Academy-owned vehicle, and Academy-owned property or any other Academy-approved vehicle used to transport students to and from The Academy or The Academy activities; off Academy property during any Academy-sponsored or Academy-approved activity, event or function, such as a field trip, parking lot or athletic event, where students are under the jurisdiction of The Academy.

Each employee shall notify his or her supervisor of his or her conviction occurring in the workplace as defined above, no later than 5 days after such conviction.

Each employee shall abide by the terms of The Academy policy respecting a drug-free and alcohol-free workplace.

An employee who violates the terms of this policy may be required to successfully complete an appropriate rehabilitation program, may not be renewed or his/her employment may be suspended or terminated, at the discretion of the Head of School or Board of Trustees.

Tobacco

There shall be no smoking or other use of tobacco products on The Academy property, on transportation provided by the Board of Trustees, school sponsored activity, or during any trip sponsored by the Trustees or under the supervision of the Trustees or its authorized agent.

For the purposes of this policy, "Tobacco product" is defined to include, but is not limited to, cigarettes, cigars, blunts, bidis, pipes, chewing tobacco, electronic nicotine delivery system (e-cigarettes) and all other forms of smokeless tobacco, rolling papers and any other items containing or reasonably resembling tobacco or tobacco products.

A copy of this policy and the consequences of violating the policy shall be distributed to all employees of the Board of Trustees through the staff handbook. Failure to comply with the policy may result in disciplinary action as detailed by the administration.

Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L. 101-226 (1991)
21 U.S.C. 812, Controlled Substances Act, I through V, 202.
21 C.F.R. 1300.11 through 1300.15 regulation
54 Fed. Reg. 4946 (1989)
Connecticut General Statutes
[19a-342](#) Smoking prohibited in certain places

Policy Adopted: August 25, 1992
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The Woodstock Academy
Woodstock, Connecticut