

## **DRUG-FREE WORK PLACE**

In recognition of the clear danger resulting from drug abuse and in a good faith effort to promote the health, safety, and welfare of employees, students, and the community as a whole, it shall be the policy of the Tonkawa Board of Education to provide a drug-free workplace in compliance with the Drug-Free Schools and Communities Act Amendment of 1989 (P.L. 101-226).

Chemical dependence is a contagious, progressive disease that does not disappear of its own accord. Because drugs have a destructive impact on the brain, regular users lose control over their behavior, and most of them find it extremely difficult to stop using drugs without outside intervention. Using a drug just one time predisposes a person to try it again because the person has apparently violated a taboo with impunity. For additional health hazards associated with drug and alcohol use, refer to the district's drug education curriculum.

Any student or employee of this school district who believes that he or she may have a problem with drug abuse may be referred to appropriate local agencies for counseling, treatment or rehabilitation. For additional information concerning assistance available, contact the district's administrators or counselors.

### **Employment and a Drug-Free Workplace**

Student and employee safety is of paramount concern to the board. Employees under the influence of alcohol, drugs, or controlled substances are a serious risk to themselves, to students and to other employees. Therefore the board shall not tolerate the unlawful manufacture, use, possession, sale, distribution or being under the influence of drugs or controlled substances. Nor shall the board tolerate the unlawful use of, or being under the influence of, alcohol by an on-duty employee. Any employee who violates this policy will be subject to disciplinary action, which may include employment termination.

When it is evident that a staff member has consumed alcoholic beverages or illegal drugs off school property and/or before a school activity, the staff member will not be allowed on school property or to participate in school activities. Staff members who violate this policy will be subject to the same penalties as for possession or consumption on school property.

Each employee of the Tonkawa School District is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy. The employee will notify the superintendent of any criminal drug statute conviction for a violation occurring in or on the premises of this school district or while engaged in regular employment. The employee shall make such notification to the superintendent no later than five days after conviction.

Within thirty days following receipt of the above notification, the district will take appropriate disciplinary action that may include termination or the requirement that the employee participate in a drug abuse assistance or rehabilitation program.

### **Drug-Free Awareness Program**

**Education:** Because it is the policy of the board of education to promote prevention, information about a drug-free awareness program will be made available to inform employees about (1) the dangers of drug abuse in the workplace, (2) the district policy of maintaining a drug-free workplace; (3) available drug counseling, rehabilitation and employee assistance programs, and (4) penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

**Assistance:** Employees who have a drug abuse problem shall be encouraged to seek professional assistance. Any employee who requests assistance shall be referred to a treatment facility or agency in the community if such facility or agency is available.

### **Notification**

It is a requirement of the Tonkawa Board of Education that each current employee shall be notified of this policy in writing and future employees shall be notified in writing upon employment. This statement shall be published in other appropriate documents for proper distribution and posted at appropriate work sites.

The board hereby commits itself to continuing good faith effort to maintain a drug-free workplace. This policy shall be communicated in writing to all present and future employees.

References: 40 O.S. 551-565 and 40 O.S. 406A (Section 758-773, School Laws of Oklahoma)