

Concord School District Policy #413

Drug- and Alcohol-Free Workplace

In accordance with the [Drug Free Schools and Communities Act of 1989](#), the School District will provide employees with a working environment that is free of the problems associated with the use and abuse of illegal drugs* and alcohol. The use of illegal drugs and alcohol in the workplace is inconsistent with the behavior expected of employees and subjects the District to unacceptable risks of workplace accidents or other failures that would limit the District's ability to effectively and efficiently carry out the responsibility of educating its students. To comply with the intent of this law, the District will:

1. Notify all employees in writing that the unlawful manufacture, distribution, possession, or use of illegal drugs and or alcohol is prohibited on school premises or at District-directed activities. The term illegal drugs does not include controlled substances used pursuant to and in accordance with a valid prescription.
2. Establish a drug- and alcohol-free awareness program to inform employees about the dangers of substance abuse in the workplace; the District's policy of maintaining a drug- and alcohol-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the sanctions that may be imposed on employees for substance abuse violations occurring in the workplace.
3. Initiate appropriate disciplinary action up to and including termination from his or her job for an employee determined to be in violation of the law and this policy.
4. Notify employees that, as a condition of employment in the District, they will agree to and abide by the terms of the policy, and will notify the District of any drug statute conviction resulting from workplace conduct within five days of the conviction.
5. Establish the following as grounds for disciplinary action:
 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
6. Alert local law enforcement of suspected violations of the policy.
7. Distribute copies of this policy and other relevant information used in the implementation of this policy to all District employees.

*Illegal drugs refers to the controlled substances in [Schedules I and II of 21 USC, 802\(6\)](#) and includes, but is not limited to, marijuana, cocaine (including crack and other cocaine derivatives), morphine, and heroin. The term does not include controlled substances used pursuant to and in accordance with a valid prescription.

Legal References:

[Schedules I and II of 21 USC, 802\(6\)](#)

Adopted October 1, 1990. Revised January 2, 2018
Corresponds to NHSBA Policy ADB