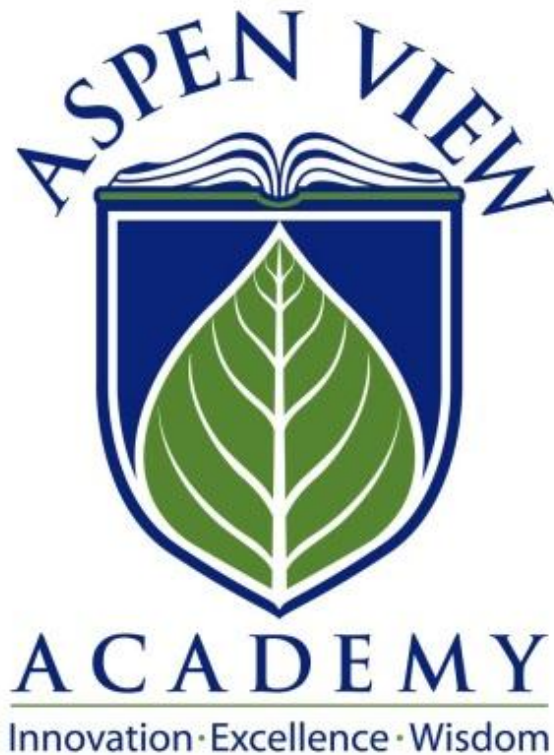


Douglas County School District Re. 1
Drug-Free Workplace Agreement



7 August 2012

Document Revisions

Date	Revision Description
August 7, 2012	First Draft
September 26, 2012	Board Approved

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1 PURPOSE

The purpose of this policy is to outline the Drug-Free Workplace policy employed by Douglas County School District Re.1 as below. Any reference to “School” is to specifically indicate Aspen View Academy. All Aspen View Academy employees are to adhere to the Douglas County School District Re. 1 Drug-Free Workplace policy.

1.1 SCOPE

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol, controlled substances, and illicit drugs is prohibited on District and School property and at any school sponsored or sanctioned activity or event off District property, such as athletic events. Illicit drug use is the use of illegal drugs and the abuse of alcohol and/or other drugs, including anabolic steroids. Controlled substances are drugs specifically identified and regulated under federal law and include, but are not limited to, opiates, narcotics, cocaine, amphetamine and other stimulants, depressants, hallucinogenic substances, and marijuana. This policy shall apply to all District and School employees.

1.1.1 PROCEDURE AND RESPONSIBILITIES

In order to promote a healthy environment for students, the use of alcohol is prohibited on District or School premises or as part of any activity involving students.

An employee knowingly in the possession of or under the influence of alcohol or any controlled substance shall be suspended immediately by his or her principal or supervisor if such use or possession is:

1. On any District or School property at any time;
2. At any School sponsored or sanctioned activity or event off District property, such as athletic events, or en route thereto; or
3. On the way to work.

Observance of this policy is a condition of employment. A violation shall subject the employee to appropriate disciplinary action, up to and including termination and referral for prosecution. In appropriate circumstances and at the District’s discretion, disciplinary sanctions may include the completion of an approved drug or alcohol abuse assistance or rehabilitation program. However, the District is not required to offer rehabilitation in lieu of termination or other discipline to any employee who has violated this policy.

The superintendent shall provide information to employees about:

1. The dangers of drug and alcohol abuse;
2. The District’s policy of maintaining a drug and alcohol-free workplace;
3. Available drug and alcohol counseling, rehabilitation, and employee assistance programs;
4. Penalties that may be imposed upon employees for drug or alcohol use or abuse in violation of this policy.

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This information shall be communicated to employees in an appropriate manner on an annual basis.

Pursuant to law, any employee who is convicted, pleads nolo contendere, or who receives a deferred sentence or deferred prosecution under any criminal drug statute for a violation occurring in the workplace shall notify the superintendent no later than five days after the conviction, entry of the plea, or deferred sentence/prosecution. The District has an obligation under federal law to notify the appropriate federal agency within 10 days after receiving notice of such a conviction, plea or deferred sentence/prosecution if there is a relationship between federal funds received by the District and the convicted employee's work site.

The District shall conduct a periodic review of its drug and alcohol abuse prevention program to determine its effectiveness, to implement required changes, and to ensure that disciplinary sanctions are consistently enforced.

Adopted: September 4, 1990

Repealed by the Board and re-enacted and revised by the Superintendent: August 5, 2003

LEGAL REFS.:

20 U.S.C. 7101 et seq., Safe and Drug-Free Schools and Communities Act

21 U.S.C. 812

41 U.S.C. 701 through 707, Drug-Free Workplace Act of 1988

Douglas County School District Re. 1, Castle Rock, Colorado