

Alcohol and Drug Free Workplace

Code #522.01

The Tri-County Area School District is committed to maintaining an alcohol and drug-free work environment. District employees are prohibited from using, possessing, distributing, manufacturing, or dispensing alcohol or controlled substances on District premises, in District-owned vehicles, or as part of any of the District's activities. All District employees shall abide by this policy.

It is against District policy for anyone -- students or staff -- in school, on school grounds, or at school-sponsored activities, to be under the influence of alcohol or controlled substances. Prescription medications are to be construed as exceptions to this policy when used by the individual for whom they were prescribed, in the manner and amount prescribed.

When an employee is in violation of this policy, the employee shall be subject to discipline, up to and including termination.

Upon hiring, the following shall be distributed to all employees:

1. A copy of this policy and information regarding disciplinary procedures; and
2. Information about any alcohol and drug counseling and rehabilitation and re-entry programs that are available to employees.

The District recognizes that employees may need assistance and support when they are afflicted with chemical dependency to a degree that adversely affects the quality of their job performance. In the case of employees, the District will cooperate with abusing and dependent individuals seeking help.

In accordance with federal law, employees must report any arrest or conviction for any criminal offense or civil forfeiture violations occurring on or off school premises, including but not limited to offenses involving drugs or alcohol. All convictions must be reported within five (5) days after the conviction.

Legal Reference: Sections 120.13(1)(a), 121.02 (1)(i), and 125.09, Wisconsin Statutes; Chapter 961 Wisconsin Statutes
Drug Free Workplace Act of 1988
34 CFR Part 84, subpart F

Cross Reference: 511.00, Equal Employment Opportunities
523.03, Employee Assistance Programs
546.02, Suspension and Dismissal of Support Staff

522.01 Alcohol and Drug Free Workplace continued....

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