

Personnel – Certified/Non-Certified

Alcohol, Drugs and Tobacco

Drug-Free Workplace

No employee engaged in work with the Putnam Public Schools shall unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any alcohol, tobacco, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as 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 CFR 1300.11 through 1300.15. Valid prescriptions from certified licensed practitioners are exempt from the above.

The “workplace” is defined to mean the site for the performance of work done while in the employ of the Putnam Public Schools. This includes any school building or any school premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district where work on a federal grant or local education funded program is performed.

As a condition of employment in Putnam each employee shall notify his or her supervisor of his or her conviction occurring in the workplace as defined above, no later than five (5) days after such conviction.

As a condition of employment in Putnam each employee shall abide by the terms of the school district policy respecting a drug-free workplace.

An employee who violates the terms of this policy may be non-renewed or his or her employment may be suspended or terminated at the discretion of the Board. The Board may require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such by a federal, State, or local health enforcement or other appropriate agency.

Such agencies may include:

- 1) United Social Services, Dayville, CT
- 2) Northeast Connecticut Alcohol Council, Willimantic, CT
- 3) Parkside Lodge Residential Facility, Canaan, CT

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Drug Free Workplace (continued)

All administrators and supervisors shall report any suspected violation of the standards of conduct defined in this policy directly to the Superintendent of Schools or his/her designee who will immediately investigate the allegation and meet with the alleged violator. Any disciplinary sanctions imposed will ensure that similarly situated violations are treated in a similar manner.

Legal Reference: Connecticut General Statutes
 Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. 1308.11-1308.15
 Drug-Free Workplace Act of 1988, 41 U.S.C. §701 et. seq.
 Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L.
 101-226 (199)
 Safe and Drug-Free School and Communities Act of 1994,
 20 U.S.C. §7101 et. seq.
 Drug-Free Workplace Act, 30 ILCS 580/1 et. seq.

Policy adopted: August 18, 2009

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut