

Lawrence County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Drug Free Workplace	Descriptor Code: 1.804 Rescinds: 3.202 dfw	Issued Date: 03/18/10 Issued: 03/13/07 08/12/99
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- 1 1. No employee shall unlawfully manufacture, distribute, dispense, possess or use on or in the
2 workplace¹ any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana,
3 alcohol, or any other controlled substance, as defined in federal law.² “Workplace” shall
4 include any school building or property, any school-owned or leased vehicle used to transport
5 students to and from school activities and off school property during any school-sponsored or
6 school-approved activity.
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- 8 2. As a condition of employment, each employee shall notify his/her supervisor of his/her
9 conviction of any criminal drug statute for violation occurring in a workplace as defined above
10 no later than five (5) days after conviction.
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- 12 3. Any employee who violates the terms of this policy shall be suspended and shall be subject to
13 dismissal and referral for prosecution.³
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- 15 4. Employees who are required to drive any school-owned or school-leased vehicle during the
16 performance of their duties are prohibited from using, possessing, distributing, dispensing,
17 manufacturing, or having controlled substances,⁴ abused prescription drugs or any other mind
18 altering or intoxicating substances present in their system while at work or on duty. Any
19 employee who violates this provision of the policy shall be discharged.
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- 21 5. Employees who are required to drive any school-owned or school-leased vehicle during the
22 performance of their duties shall be tested for specific substances in the following instances:
23 pre-employment; reasonable cause situations; randomly; post-accident; and recertification.
24 Any employee who fails to report an accident or submit to substance screening where required
25 by law or this policy shall be discharged.
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- 27 6. All other employees will be drug tested for “reasonable suspicion” at a standard set by
28 Lawrence County School System. Reasonable suspicion is a belief based on objective factors
29 either physical, behavioral, or work performance related that are sufficient to lead a reasonable
30 and prudent supervisor to suspect that an employee is using a prohibited drug, alcohol, or
31 substance.
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- 33 7. The Director of Schools shall be responsible for providing a copy of this policy to all school
34 system employees.
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- 36 8. If discipline results from this policy it will follow the same procedure as set forth by District
37 policy.
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Legal Reference:

1. P.L. 100-690, Title V, subtitle D. Drug Free Workplace Act 1988
2. Section 202 of the Controlled Substance Act (21 U.S.C. 812): 21 CFR 1300.11 through 1300.15
3. 34 CFR § 86.201
4. 49 CFR Part 40 (marijuana, cocaine, opiates, amphetamines and phencyclidine [PCP])