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**Drug Free Workplace
Policy Series: 5000 Personnel**

Policy No. 5200 + Exhibit #1

Purpose:

Provo City School District has a responsibility to maintain public trust and confidence by providing a safe school environment for students and citizens and a safe work place for employees. The district is committed to provide a drug-free, tobacco/smoke-free, **vape-free** and alcohol-free workplace. Employees of Provo City School District are expected to follow the federal, state, and local laws regarding use, distribution, manufacturing, and/or possession of alcohol, drugs, and tobacco. Depending on the severity of the infraction, violation of this policy may result in discipline, up to and including termination.

~~5200 Exhibit #1 (DAG)~~

Drug & Alcohol Policy Notice to Employees

NOTICE: The following notice shall be provided to all employees of the District.

YOU ARE HEREBY NOTIFIED that it is a violation of the policy of the School District for any employee to distribute, dispense, possess, use, or be under the influence of any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor, or to unlawfully manufacture, distribute, dispense, possess, use, or be under the continued influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, or any other controlled substance, as defined in the Utah Controlled Substances Act, 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 § 1300.01 et seq., before, during, or after school hours at school or in any other school district location as defined below.

“School district location” means any school building and any school premises; any school-owned vehicle or other school-approved vehicle used to transport students to and from school or school activities; any school-sponsored or school-approved activity, event, or function where students are under the jurisdiction of the school district; or any period of time when the employee is supervising students on behalf of the school district or otherwise engaged in school district business.

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39 YOU ARE FURTHER NOTIFIED that if you are engaged either directly or indirectly in work on a
40 federal grant, it is a condition of your continued employment on any such federal grant that you
41 shall abide by the terms of the school district policy on alcohol and drugs and shall notify your
42 supervisor in writing of your conviction of any criminal drug statute for a violation occurring in
43 any of the locations described above where work on a school district federal grant is performed,
44 no later than five (5) calendar days after such conviction.

45 Any employee who violates the terms of the School District's drug and alcohol policy may be
46 non-renewed, suspended, or terminated, at the discretion of the Board. In the alternative, an
47 employee who violates the terms of this ~~the School District's~~ drug and alcohol policy and
48 procedures may be required to satisfactorily participate in a drug abuse assistance or
49 rehabilitation program approved by the board. If the employee fails to satisfactorily participate in
50 such a program, the employee may be non-renewed, suspended, or terminated, at the
51 discretion of the board.

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53 **Legal References:**

54 [21 U.S.C. § 801 et seq.](#)

55 [41 U.S.C. § 8101 et seq.](#)

56 [34 C.F.R. Part 84](#)

57 [20 U.S.C. §§ 7101–7118](#)

58 [Utah Code § 32B-1-101 et seq.](#)

59 [Utah Code § 58-37-1 et seq.](#)

60 [Utah Code § 26-38-1 et seq.](#)

61 [Utah Code § 53G-8-602](#)

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63 **Board Approved:** November 10, 2015

64 **Revised:**

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