

File GBEC-E Notice to Employees

You are ~~hearby~~ hereby notified that it is a violation of the policy of this district for any employee to unlawfully manufacture, distribute, dispense, possess, use or be under the influence of on or in the workplace any narcotic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined in Schedules I through V of Section 2020 of the Controlled Substances Act ([21U.S.C.812](#)) and as further defined by [Regulations21CFR1300.11through1300.15](#).

"Workplace" means the site for the performance of work done in connection with a federal grant. That includes any school building or any school premises and any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities. It also includes off-school property during any school-sponsored or any school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction of the school district.

You are further notified that it is a condition of your continued employment on any federal grant that you shall comply with the above policy of the school district and will notify your supervisor of your conviction of any criminal drug statute for a violation occurring in the workplace. You must notify your supervisor no later than five (5) days after such conviction.

Any employee who violates the terms of this policy must satisfactorily participate in a drug abuse assistance or rehabilitation program approved by the board. Any employee who fails to satisfactorily participate in such program will be subject to disciplinary action, including but not limited to nonrenewal, suspension or termination at the discretion of the board.

Richland County School District One