



SUBSTANCE ABUSE POLICY

The Varnett Public School is committed to providing a safe workplace and alcohol- and drug-free environment for its employees. The use of alcohol and drugs can undermine productivity and the quality of The Varnett Public School's image. We ask for the help and cooperation of all employees in promoting The Varnett Public School's commitment to providing an alcohol-and-drug-free workplace. Such an effort requires each employee to accept his or her share of responsibility in complying with this Substance Abuse Policy.

The use, manufacture, possession, purchase, sale, distribution, taking, carrying, transfer, handling, being under the influence of, or other involvement with controlled substances, inhalants illegal drugs, legal drugs illegally used (not taken as directed by the individual's physician) by any employee is strictly prohibited. The presence of any of the above-prohibited substances in an employee's system is strictly prohibited. Alcohol abuse is also prohibited. Reporting to work or working under the influence of alcohol is prohibited. The possession or use of alcohol on The Varnett School's premises is prohibited.

Any violation of this policy will result in disciplinary action, up to and including immediate termination.

The Varnett Public School recognizes drug and alcohol abuse as a potential health, safety, and security problem. Employees experiencing problems resulting from drug or alcohol abuse may be required to seek assistance. If any employee has questions concerning available assistance, he or she should contact the Program Director.

An employee who is convicted under any criminal drug statute for a violation occurring while conducting The Varnett Public School's business must notify the Superintendent.

This policy pertains to all employees (including part-time and contract) of The Varnett Public School. Employees must abide by the terms of this policy.

I acknowledge full understanding and acceptance of the SUBSTANCE ABUSE POLICY as stated.

Signature

Date

Printed Name