

NOTICE TO EMPLOYEES

UNLAWFUL MANUFACTURE, DISTRIBUTION, DISPENSING, POSSESSION, OR USE
OF A CONTROLLED SUBSTANCE

The Portsmouth City Public School Division is committed to maintaining a Drug-Free workplace.

Prohibited Conduct

Employees may not unlawfully manufacture, distribute, dispense, or possess a controlled substance on school property, at any school activity, or on any school-sponsored trip. It is a condition of employment that each employee of the Portsmouth City School Board will not engage in such prohibited conduct and will notify the Portsmouth City School Board of any criminal drug conviction for a violation occurring in the work place no later than 5 days after such conviction.

Discipline

The superintendent and School Board will take appropriate personnel action up to and including dismissal of any employee found to have engaged in prohibited conduct listed above. Such personnel action will include the imposition of a sanction on, or the requiring of the satisfactory participation in drug abuse assistance or rehabilitation program by, any employee who is convicted of a violation of any criminal drug statute.

Distribution of Policy

All employees shall be given a copy of this policy.

Drug-Free Awareness Program

The Portsmouth City School Board shall establish a drug-free awareness program to inform its employees about the dangers of drug abuse in the workplace, the Board's policy of maintaining a drug-free workplace, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for violations of laws and policies regarding drug abuse.

This verifies that I have received a copy of Policy GBEA for Portsmouth City Public Schools in accordance with the Code of Virginia, 1950, as amended, section 22.1-279.3:1.

Signature

Date

Approved: May 22, 2000
Revised: June 27, 2002