



Drug-Free Workplace Statement

As prescribed by the Drug-Free Workplace Act of 1988, all school system employees are advised of the following:

- The manufacture, distribution, possession, or use of a controlled substance is prohibited in the workplace.
- A drug-free awareness program is available through the office of the Director of School Social Services or in conjunction with the Employee Assistance Program.
- A copy of this statement is to be given to each employee whose position is funded by a federal grant.
- As a condition of employment, under the grant the employee will notify the superintendent of schools of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after conviction.
- The superintendent is required by statute to notify the appropriate federal agency within ten (10) days after receiving notice of such conviction.
- Within thirty (30) days of receiving such notice with respect to any employee who is so convicted, the superintendent will take appropriate personnel action against such an employee, up to and including termination of employment.
- The school system must make a good faith effort to continue to maintain a drug-free workplace through implementation of all provisions within the law.

Print Name _____ *Signature: _____ Date: _____

***PLEASE NOTE: By signing, I attest to having read the Drug-Free Workplace Statement.**