

## NOTICE TO EMPLOYEES

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

The Waynesboro School Board is committed to maintaining a Drug Free workplace.

#### A. Violations

- (1) The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance (including alcohol or anabolic steroids) by any employee on school property, at any school activity, or on any school-sponsored student trip is prohibited.
- (2) Any employee convicted of any criminal drug statute for a violation occurring under the circumstances described in A(1) shall notify the superintendent within five (5) days after such conviction.

Compliance with the above provisions is a condition of employment.

#### B. Disciplinary Action

- (1) The superintendent and school board will take appropriate personnel action up to and including dismissal of any employee found in violation of paragraphs A(1) and A(2), above.
- (2) Such actions of the superintendent and school board shall begin immediately, on notification of a violation.

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Legal Refs.: Drug-Free Workplace Act of 1988 (P.L. 100-690)

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