



## **TOBACCO, DRUG, AND ALCOHOL-FREE ENVIRONMENT**

### **Smoke-Free Environment**

UPCS maintains a smoke-free environment. Smoking is not permitted anywhere on school property, including facilities or at school related activities. Staff are further prohibited from bringing tobacco products onto school grounds. This includes electronic cigarettes, vape pens, and other products containing tobacco or nicotine.

It is the responsibility of each staff member, student, parent, and volunteer to adhere to this rule, and to inform his or her guests of our non-smoking policy. Staff members who observe or are aware of anyone using a tobacco product on school grounds must report it to administration.

### **Drug- and Alcohol-Free Environment**

UPCS promotes a work and learning environment that supports high standards of staff and student safety, health, and well-being. The use of drugs and alcohol, whether on or off the job, jeopardizes these goals and adversely affects safety, security, productivity, public confidence, and trust. Drug or alcohol use anywhere on school property, including facilities, or at school-related activities is prohibited. Similarly, UPCS will not permit anyone to be impaired or under the influence of drugs or alcohol to remain on campus. This policy applies to all employees, students, parents, and volunteers.

Possessing, using, and/or being under the influence of intoxicating beverages or drugs on any UCPS premise or at any school-sanctioned activity or function is prohibited. Violations of this policy may result in disciplinary action up to and including termination.

UPCS reserves the right to use appropriate means to provide a safe work environment for its employees in compliance with this policy. Appropriate means may consist of but are not limited to:

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## Board Policy: Personnel # 401

- requiring pre-employment drug screening;
- a referral to local authorities if illegal activity is suspected;
- a referral to an employee assistance program for support with addiction for staff members to who voluntarily disclose an addiction outside a disciplinary review;
- conducting root cause incident investigation, which may include drug and alcohol testing;
- “for cause” drug testing (reasonable suspicion testing);
- search of school property;
- requesting a law enforcement search of employee property, including employee handbags and vehicles.

Refusal to submit to a “for cause” drug test, such as a drug test in connection with a root cause incident investigation into an on-the-job injury, incident, or accident is cause for immediate termination.

Neither this nor any other School policy alters the at-will nature of the employment relationship. The at-will employment relationship may be terminated at any time, for any reason, with or without cause, and with or without advance notice.

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