



**702. DRUG- AND ALCOHOL-FREE WORKPLACE  
PPSD POLICY**

<b>General Belief</b>	<p>The Providence School Board has a responsibility to establish policies that protect the safety and well-being of students and employees and that promote a healthy and safe workplace and learning environment. The Board recognizes that drug and alcohol use and abuse by employees at the workplace or while on duty are subjects of immediate concern in the Providence Public School District (PPSD or the District), particularly to the extent that they threaten student health and safety.</p>
<b>Purpose and Scope</b>	<p>Substance use disorders are extremely complex, and the impacts can be far-reaching, with serious implications for the entire District community. Use of drugs and alcohol at District facilities or events may jeopardize the well-being of employees, students, and the public at large, and may additionally result in damage to City and District property.</p> <p>The purpose of this policy is to establish guidelines and standards to ensure a drug- and alcohol-free workplace. The policy applies to all District employees, and applies regardless of whether the employee’s conduct was detected within employment hours.</p>
<b>Definitions</b>	<p>The following definitions are provided to assist in understanding this policy.</p> <p><b>Controlled Substance:</b> Any drugs listed in 21 U.S.C. §812 and other federal regulations. Generally, all illegal drugs and substances are included such as marijuana, heroin, morphine, codeine or opium additives, LSD, DMT, STP, amphetamines, methamphetamines, and barbiturates. The only exceptions to this policy are those specified by RIGL §21-28.6, known and cited as The Edward O. Hawkins and Thomas C. Slater Medical Marijuana Act.</p> <p><b>District Employee or Employee:</b> All District appointed personnel, pursuant to Providence Public School Board appointments, as well as all District contractors, consultants and vendors employed by the District.</p> <p><b>Workplace:</b> Any PPSD building, facility, or any District-sponsored event, which may or may not occur on District property.</p>
<b>Guidelines and Standards</b>	<p>The Drug- and Alcohol-Free Workplace policy establishes the following standards:</p> <ol style="list-style-type: none"> <li>1. The possession or use of alcohol in the workplace is prohibited.</li> <li>2. Employee impairment while on duty due to the use of alcohol or a controlled substance at any time is unacceptable and prohibited.</li> </ol>

	<ol style="list-style-type: none"> <li>3. Any employee who is impaired while on duty due to the consumption of alcohol or the use of a controlled substance may be subject to discipline up to and including termination, and/or non-renewal.</li> <li>4. The unlawful manufacture, distribution, dispensation, possession and/or use of a controlled substance in the workplace are prohibited.</li> <li>5. Any employee who gives or in any way transfers a controlled substance to another person or sells or manufactures a controlled substance may be subject to discipline up to and including termination, and/or non-renewal.</li> <li>6. Each employee is required to inform the Office of Human Resources within five (5) days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication related to any federal or state criminal drug statute, or any other misdemeanor or felony.</li> <li>7. An employee may be discharged or otherwise disciplined if found guilty of violating any criminal drug statute relating to the illegal manufacture, distribution, dispensation, possession, or use of controlled substances, on- or off-duty, or enters a plea of <i>nolo contendere</i> or guilty to the same, as such conduct would be violative of the District’s educational mission as provided for in Rhode Island General Law §16-12-3.</li> </ol>
Oversight and Compliance	<p>The Office of Human Resources is responsible for oversight of this policy.</p> <ol style="list-style-type: none"> <li>1. PPSD encourages any employee with a substance use disorder to seek assistance through the District’s Employee Assistance Program. Employees who need more information about the assistance that is available should contact the Office of Human Resources.</li> <li>2. Any employee violating this policy may be subject to disciplinary action, up to and including termination, and/or non-renewal.</li> <li>3. In its effort to maintain a drug- and alcohol-free workplace, the District shall cooperate to the fullest extent possible with local, state, and/or federal law enforcement agencies.</li> </ol>
Compliance with Laws, Confidentiality Requirements	<p>The Superintendent will ensure that all PPSD personnel and all PPSD contractors comply fully with all applicable laws, rules, and regulations, and with all Board Policies. In the event any part of any Policy is unlawful, the Superintendent will report such event to the Board as soon as practicable and request of the Board a modification of this Policy.</p>
Legal Reference	<p>Rhode Island General Law §16-12-3 (Rights and Duties of Teachers)  Rhode Island General Law §21-28.6 (Medical Marijuana Act)</p>
<u>Cross Reference</u>	<p>PPSD Regulation “Requirements for Employment-Reporting Employee Arrests and Misconduct”</p>
History	<p>Policy Committee Review: 12/5/16, 9/22/21</p>

	Approved by Board: 1/9/17, 11/10/21 Amended: 9/21/21
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