



Alcohol and Drug Abuse Policy

In accordance with the “Drug Free Workplace Act”, the school authorities hereby firmly announce actions the school will initiate against a student, officer, or faculty member who violates these prohibitions.

Any student that is convicted for any offense, during a period of enrollment for which the student was receiving grants and loan program funds, under any federal or state law involving the possession or sale of illegal drugs will result in the loss of eligibility for any grants or loans.

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs and alcohol by students and employees on school property, or as a part of the school’s activities.
- The unlawful possession and use of drugs or alcohol is wrong and harmful.
- Disciplinary sanctions consistent with local, state, and federal law, up to and including expulsion/termination and or referral for prosecution, will be imposed on students, employees, and officers of the school who violate the standard of conduct as described by the above sanctions.
- Information relating to any drug and alcoholic counseling and rehabilitation that are available in our local community include:

SAMHSA National Helpline 24hours 1800-662-HELP (4357)

**Alcoholic Anonymous Referral and Addiction- 24 hour hotline
800-262-4944**

The school authorities encourage staff members and students to report any infractions relating to drug and alcohol abuse displayed by anyone in the school. Furthermore, as a condition of employment, employees will notify the school of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. The seriousness of a “Drug Free Work Place” cannot be overly emphasized. Let us continue to work together harmoniously in a “Drug Free Work Place”, making our ownership, employment, and student training respectable in our profession and community.

A copy of this “Drug Free Work Place” statement will be given to each staff member, employee, and student during their initial employment interview and or student enrollment indoctrination. A signed certificate/statement will be completed by the respective recipient that he/she received a copy of this policy and is thoroughly familiar with its contents. The certificate/statement will be filed in their respective files.