



## **505 POLICY - Drug-Free Schools and Communities Act to Prevent Alcohol and Drug Abuse**

### **505.1 Statement of Policy**

The basic intent of the Drug-Free Policy is to insure that Redlands Community College will maintain a drug-free environment.

### **505.2 Compliance**

Redlands Community College will comply in spirit, as well as in fact, to the Drug-Free Schools and Communities Act Amendments of 1989.

### **505.3 Policies to Prevent Abuse**

Redlands Community College recognizes its responsibility as an educational and public service institution to promote a healthy and productive environment. This responsibility demands an implementation of programs and services which facilitate that effort. The College is committed to a program to prevent the abuse of alcohol and the illegal use of drugs and alcohol by its students and employees. The College program includes this policy which prohibits illegal use of drugs and alcohol in the workplace, on College property, or as part of any College-sponsored activities. In order to meet these responsibilities, College policy:

- A. Requires all students and employees to abide by the terms of this policy as a condition of initial and continued enrollment/employment.
- B. Recognizes that the illegal use of drugs and alcohol is in direct violation of local, state, and federal laws as well as policy, which strictly prohibits the illegal use, possession, manufacture, dispensing, and/or distribution of alcohol, drugs, or controlled substances in the workplace, on its premises, or as a part of any College-sponsored activities.
- C. Considers a violation of this policy to be a major offense which can result in satisfactory participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action up to and including termination from employment and suspension or expulsion from the College. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.



- D. Recognizes that violations of applicable local, state, and federal laws may subject a student or employee to a variety of legal sanctions including, but not limited to, fines, incarceration, imprisonment, and/or community service requirements. Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities. A current listing of applicable local, state, and federal sanctions can be obtained through the Office of Student Services or the Office of Human Resources.
- E. Requires an employee to notify his or her supervisor in writing of a criminal conviction for drug- or alcohol-related offenses occurring in the workplace no later than five (5) calendar days following the conviction.
- F. Provides access, through referral, to counseling services for counseling and training programs which inform students and employees about the dangers of drug and alcohol abuse. Voluntary participation in or referral to these services is strictly confidential.
- G. Forbids an employee from performing sensitive safety functions while a prohibited drug is in his or her system.
- H. Mandates drug testing of sensitive safety employees prior to employment, when there is reasonable cause, after an accident, and before returning to duty after refusing to take a drug test or after not passing a drug test. (Sensitive safety employees are defined in CFR Volume 32, Part 280 and CFR Volume 49 Part 653. This legislation is available for review in the Office of Human Resources).
- I. Provides for the annual distribution of this policy to all staff, faculty and students.

#### **505.4 Health Risks**

Health risks generally associated with alcohol and drug abuse can result in, but are not limited to, a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes, and thought disorders.



The Office of Student Services and the Office of Human Resources are responsible for disseminating information to students and employees about the dangers of drug and alcohol abuse and availability of counseling and rehabilitation programs. The appropriate College administrator is responsible for notifying federal funding agencies within ten (10) calendar days whenever an employee is convicted of a drug-related crime which occurred in the workplace. This policy is based on the Drug Free Workplace Act of 1988 [P.L. 100-690, Title V, Subtitle D] and the Drug Free Schools and Communities Act Amendments of 1989 [P.L. 101-226].

Adopted 1991

Revised December 2010



**505 PROCEDURE - Drug-Free Schools and Communities Act to Prevent Alcohol and Drug Abuse**

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