

## CODE OF PROFESSIONAL CONDUCT

YOU ARE HEREBY NOTIFIED that it is a violation of the policy of the Port Angeles School District for any employee to unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any narcotic drug, alcohol, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation 21 CFR 1300.11 through 1300.15 and as further amended to include anabolic steroids.

“Workplace” is defined as the site for the performance of work done in the course of employment. It includes any place where work is performed, including a school building or other school premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

YOU ARE FURTHER NOTIFIED that it is a condition of your continued employment that you will comply with the above policy of the school district and will notify your supervisor of your conviction under any criminal drug statute for a violation occurring in the workplace. Such notification shall be no later than five (5) days after such conviction.

An employee who violates the terms of the school district’s drug-free workplace policy may be suspended, discharged, or non-renewed in accordance with the provisions of the board policy and state law.

An employee may be required to satisfactorily complete a drug rehabilitation or treatment program approved by the district, at the employee’s expense, as a condition of eligibility for reinstatement. However, reinstatement of an employee who has violated the drug-free workplace policy is not guaranteed, nor does the school district incur treatment or rehabilitation.