



## **SMOKE- DRUG- AND ALCOHOL-FREE ENVIRONMENT**

### **Smoke-Free Environment**

UPCS maintains a smoke-free environment.

**Smoking is not allowed anywhere on UPCS property or grounds.** 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.

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

UPCS is committed to providing a drug- and alcohol-free workplace and to promoting safety in the workplace, employee health and well-being and a work environment that is conducive to attaining high work standards. The use of drugs and alcohol by employees, off the job, jeopardizes these goals, since it adversely affects health and safety, security, productivity, and public confidence and trust. Drug or alcohol use in the workplace is extremely harmful to workers.

Accordingly, consistent with this commitment, UPCS has developed a drug and alcohol policy that applies to all employees, students, parents, and volunteers on campus and at school sponsored activities.

Bringing to the workplace, possessing or using, or being under the influence of intoxicating beverages or drugs on any Charter School premises or at any school-sanctioned activity or function is prohibited and will 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. These means may consist of but are not limited to:

- Post-offer, pre-employment drug/alcohol testing;
- Referral to local authorities;

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**Adopted/Ratified: 10/13/10**

**Revision Date: 10/1/12, 3/23/18**

## Board Policy: Personnel # 401

- Referral to employee assistance program;
- Full investigation of accident causes, which includes drug and alcohol testing;
- “For cause” drug testing (reasonable suspicion testing);
- Search of Charter School property;
- Search of employee property, including employee handbags and vehicles, brought onto Charter School property, only in accordance with search policies approved by the Board.

Refusal to submit to a “for cause” drug test or a drug test in connection with an on-the-job injury or accident is cause for immediate termination. No cause or notice is required to terminate an employee pursuant to this policy.

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