

DRUG AND ALCOHOL TESTING PROGRAM BUS DRIVERS

It is the policy of the Amber-Pocasset Board of Education to comply with the Omnibus Transportation Testing Act of 1991 and to establish programs that help prevent accidents and injuries resulting from misuse of alcohol and controlled substances by drivers of commercial vehicles. This policy and the regulations that follow apply to all school employees holding a Commercial Driver's License and using school vehicles.

Every employee of this school district shall be made aware of the dangers of drug and alcohol abuse and federal requirements concerning substance abuse.

Policy Objectives

1. To create and maintain a safe, drug-free environment for all employees
2. To encourage any employee with a dependence on, or addiction to, alcohol or other drugs to seek help in overcoming the problem
3. To reduce problems of absenteeism, tardiness, carelessness and/or other unsatisfactory matters related to job performance
4. To reduce the likelihood of incidents of accidental personal injury and/or damage to students, property, equipment or buses

Implementation

Substance abuse, whether on or off the job, that affects an employee's work is prohibited. The board insists that all employees report to work without any alcohol or illegal or mind altering substances in their systems.

Employees must inform their supervisor when they are legitimately taking medication, which may affect their ability to work in order to avoid creating safety problems and violating the federal laws.

Employees who operate school vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate a school vehicle which transports 16 or more persons, including the driver, or which weighs 26,001 pounds or more. For the purposes of this testing program, the term "employees" includes applicants who have been offered a position to operate a school vehicle.

Employees operating a school vehicle as described above are subject to pre-employment drug testing and random, reasonable suspicion, post-accident, return-to-duty, and follow-up drug and alcohol testing. Employees operating school vehicles shall not perform a safety-sensitive function within four hours of using alcohol. Employees governed by this policy shall be subject to drug and alcohol testing beginning the first day they operate or are offered a position to operate school vehicles and will continue to be subject to drug and alcohol testing as long as they may be required to perform a safety-sensitive function as it is defined in administrative regulations. (See DCCB-R.) Employees with questions about the drug and alcohol testing program may contact the superintendent.

Employees who violate the terms of this policy will be subject to discipline up to and including termination. Employees who violate this policy may be required to successfully participate in a substance abuse evaluation and, if recommended, a substance abuse treatment program. Employees required to participate in and who fail to or refuse to

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successfully participate in a substance abuse evaluation or recommended substance abuse treatment program will be subject to discipline up to and including termination.

It is the responsibility of the superintendent to develop administrative regulations to implement this policy. The superintendent shall also inform applicants of the requirement for drug and alcohol testing in notices or advertisements for employment, in the application form, and personally at the first interview with the applicant.

The superintendent shall also be responsible for publication and dissemination of this policy and its supporting administrative regulations to employees operating school vehicles. The superintendent shall also oversee a substance-free awareness program to educate employees about the dangers of substance abuse and notify them of available substance abuse treatment resources and programs.

REFERENCE: **40 O.S. 554 (Section 761, School Laws of Oklahoma)**
 Printed materials, State Department of Education, February 1995, and undated materials
 of the State Department of Education

Note: School Districts may not request or require an applicant or employee to undergo drug or alcohol testing unless the district has a detailed policy. (Section 162, School Laws of Oklahoma)