

Personnel -- Certified/Non-Certified

Alcohol, Drugs, and Tobacco

CREC is concerned with maintaining a safe and healthy working and learning environment for all staff and students. Medical research indicates that the misuse of alcohol, drugs and tobacco is hazardous to one's health. In addition to posing a health hazard, such misuse affects certified employees' responsibility of imparting knowledge and serving as role models to students. CREC recognizes the importance of maintaining a drug-free environment for its staff and students.

Alcohol and Drugs

In compliance with federal and state requirements, employees are prohibited from the unlawful manufacture, distribution, dispensing, possession or use in the workplace of any alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance. Controlled drugs are defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812), and further defined by regulation at 21 C.F.R. 1300.11 through 1300.15.

"Workplace" is defined as the site for the performance of work done. This includes any school building or premises; any school-owned or 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 CREC.

Employees shall only use prescription drugs on school property, or during the conduct of Council business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed, and must be in their original prescription container and kept in a secure location which is not accessible to students or others. However, in accordance with Conn. Gen. Stat. §21a-408a (b), the Council specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity, or during the conduct of Council business; and specifically prohibits employees from being under the influence of any intoxicating substance, including marijuana used for palliative purposes, during work hours. While Connecticut law allows for legal use of marijuana under certain circumstances, because marijuana use remains prohibited under federal law, the use of marijuana at work—or outside of work if it impairs an employee's ability to perform their job—constitutes a violation of this policy.

Tobacco

There shall be no smoking or other use of tobacco products on school property, on transportation provided by CREC, or during the course of any trip sponsored by CREC or under the supervision of CREC or its authorized agent.

"Tobacco product" includes, but is not limited to, cigarettes, cigars, blunts, pipes, chewing tobacco

and all other forms of smokeless tobacco, rolling papers, and any other items containing or reasonably resembling tobacco or tobacco products, including electronic nicotine delivery systems (e-cigarettes) or vapor products.

Disciplinary Action

An employee who violates the terms of this policy may be required to successfully complete an appropriate rehabilitation program, may not be renewed, or may be suspended or terminated, at the discretion of the administration, or, as appropriate, the Council.

Any employee who is arrested and/or convicted of a crime shall notify their supervisor/principal/program director within five business (5) days. Any employee who fails to report an arrest and/or conviction to the supervisor/principal/program director within five (5) business days shall be subject to discipline, up to and including termination of employment.

A copy of this policy and the consequences of violating the policy shall be distributed to all CREC employees.

Legal Reference: Connecticut General Statutes

1-21b Smoking prohibited in certain places

21a-408a Qualifying patient not subject to arrest, prosecution, or certain other penalties. Requirements. Exceptions. P.A.

14-76, An Act Concerning the Governor's Recommendations Regarding Electronic Nicotine Delivery Systems and Youth Smoking Prevention

Federal

Drug-Free Workplace Act. 102 Stat. 4305-4308.

Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L. 101-226 (199)

21 U.S.C. 812, Controlled Substances Act, I through V, 202.

21 C.F.R. 1300.11 through 1300.15

54 Fed. Reg. 4946 (1989)

Policy adopted:	September 17, 2003	CAPITOL REGION EDUCATION COUNCIL
Revised:	November 29, 2014	Hartford, Connecticut
Revised:	March 18, 2026	

Personnel -- Certified/Non-Certified

Alcohol, Drugs, and Tobacco

1. The Capitol Region Education Council will publish a statement notifying employees that being under the influence of alcohol or a controlled substance is prohibited in the workplace as is the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or alcohol. All employees will be given a copy of this statement and any employee who violated its provisions will be subject to disciplinary action up to and including termination and referral for prosecution where appropriate.
2. The Capitol Regional Education Council will establish a drug-awareness program to inform employees about:
 - (a) the dangers of drug abuse in the workplace;
 - (b) the Capitol Region Education council's policy of maintaining a drug free workplace;
 - (c) the availability of drug counseling and rehabilitation programs; and
 - (d) the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. It will be a condition of employment for all employees to abide by the terms of the statement referred to in paragraph 1 and to notify the Capitol Region Education Council of any criminal drug statute conviction or violation occurring in the workplace, or on or off school property, no later than five (5) business days after such conviction.
4. In the case of employees working on federal grants, the Capitol Region Education Council will notify the federal granting agency within ten (10) days receiving such notice from an employee or otherwise receiving actual notice of such conviction.
5. Within thirty (30) days of receiving notice under paragraph 3, the Capitol Region Education Council will take either disciplinary action against such employee up to and including termination or require said employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, local health and law enforcement or other appropriate agency.
6. Employees shall only use prescription drugs on school property, or during the conduct of Council business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed, and must be in their original prescription container and kept in a secure location which is not accessible to students or others. However, in accordance with Conn. Gen. Stat. §21a-408a (b), the Council specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity,

or during the conduct of Council business; and specifically prohibits employees from being under the influence of any intoxicating substance, including marijuana used for palliative purposes, during work hours. While Connecticut law allows for legal use of marijuana under certain circumstances, because marijuana use remains prohibited under federal law, the use of marijuana at work—or outside of work if it impairs an employee’s ability to perform their job—constitutes a violation of CREC policy.

7. The Capitol Region Education Council will make a good faith effort to continue to maintain a drug free workplace through implementation of this policy.
8. Members of the administrative staff shall report any suspected violation of this regulation and accompanying policy directly to the Executive Director or designee, who will immediately investigate the allegation and meet with the alleged violator. Any disciplinary sanctions imposed will ensure that similarly situated violations are treated in a consistent manner.

An employee suspected of unlawful drug or alcohol possession, manufacture, dispensing, use, or distribution will be referred to law-enforcement authorities as appropriate.

In no circumstance will an employee receive less than a written reprimand where a violation has been documented. For subsequent violations, or where circumstances warrant, additional disciplinary sanctions will be imposed, up to and including termination of employment.

9. Information about drug and/or alcohol counseling and rehabilitation programs shall be made available to all employees. Employees are encouraged to utilize the CREC Employee Assistance Program (EAP) for confidential help and support.

These procedures shall be reviewed biennially to ensure consistency and effectiveness, and all employees shall receive a copy of this policy and regulation annually.

Regulation issued:	February 2000	CAPITOL REGION EDUCATION COUNCIL
Revised:	September 17, 2003	Hartford, Connecticut
Revised:	February 18, 2026	