

# **BENJAMIN FRANKLIN CLASSICAL CHARTER PUBLIC SCHOOL POLICIES & PROCEDURES**

**NO. 0018**

Title: **Alcohol, Drug and Tobacco**

Effective Date: March 8, 2012

Submitted By: Governance Committee

Supersedes Date: May 8, 2008

Approved By: Board of Trustees (BOT)

Rev. No: 3

## **1 Purpose**

- 1.1 BFCCPS is committed to maintaining a school environment that is free of alcohol, drugs and tobacco.

## **2 Scope**

- 2.1 All members of the BFCCPS community (faculty, staff, students, parents, guardians and volunteers).

## **3 Responsibility**

- 3.1 It is the responsibility of the BOT to interpret all provisions of this policy.
- 3.2 The HOS is responsible for the implementation and adherence of the provisions of this policy.
- 3.3 The HOS is authorized to temporarily suspend provisions of this is policy.
- 3.4 BFCCPS will act in accordance with state and federal law in reporting illegal use of alcohol, tobacco and drugs.

## **4 Definitions**

- 4.1 BFCCPS - Benjamin Franklin Classical Charter School
- 4.2 BOT - Board of Trustees
- 4.3 HOS - Head of School

## **5 Procedures**

- 5.1 The possession, sale, and/or use of alcohol, drugs and tobacco are prohibited on school premises or at school events.

- 5.2 Being under the influence of an illegal and/or controlled substance, other than as stated under the school medication procedure, is prohibited and subject to disciplinary and/or legal action.
- 5.3 All prescription and over-the-counter medication must be administered in consultation with the school nurse and follow the school medication procedure.
- 5.4 All suspected violations must be reported to the HOS.
- 5.5 The HOS or his/her designee is responsible for taking appropriate actions as required.

## **6 Applicable Forms**

## **7 Related Policy & Procedures or Documents**

- 7.1 Employee Guidelines
- 7.2 Parent/Student Handbook
- 7.3 Medication Procedure