

HAMBURG AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: DRUG/ALCOHOL TESTING -
COVERED DRIVERS

ADOPTED: September 28, 2015

REVISED:

<p>1. Purpose</p> <p>2. Definition</p> <p>3. Authority Title 67 Sec. 71.3 49 CFR Sec. 382.205</p> <p>75 Pa. C.S.A. Sec. 3802</p> <p>Title 67 Sec. 71.3 49 CFR Sec. 382.207</p>	<p style="text-align: center;">810.1. DRUG/ALCOHOL TESTING - COVERED DRIVERS</p> <p>The Board recognizes that the use and abuse of drugs and alcohol is a serious problem that may be present in the workplace. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.</p> <p>A covered driver shall include any district employee who drives, operates or is in the actual physical control or movement of a school bus, school vehicle, or a commercial vehicle owned, leased or operated by the school district. The term includes drivers and mechanics who operate such vehicles, including full-time, regularly employed individuals; leased drivers; and independent owner-operator contractors who are directly employed by or under lease to the district or who operate a bus owned or leased by the district.</p> <p>The Board prohibits a covered driver from consuming alcohol or a controlled substance while operating a school bus or school vehicle or otherwise on duty.</p> <p>The Board prohibits a covered driver from reporting for duty, driving, operating or being in the actual physical control of the movement of a school bus or school vehicle under the following circumstances:</p> <ol style="list-style-type: none"> 1. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances. 2. After consuming alcohol or a controlled substance within the previous eight (8) hours.
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<p>75 Pa. C.S.A. Sec. 3802 49 CFR Sec. 382.201</p> <p>75 Pa. C.S.A. Sec. 3802</p>	<p>3. While having an alcohol concentration of 0.04 or under the influence of a sufficient amount of alcohol such that the individual's alcohol concentration is 0.02 or greater within two (2) hours after operating or being in actual physical control of a school bus or school vehicle.</p> <p>4. Being influenced by alcohol such that the individual is rendered incapable of safely driving, operating or being in actual physical control of the movement of the vehicle.</p> <p>5. While using any drugs which includes any and all controlled substances such as but not limited to, marijuana, cocaine, amphetamines, PCP, or opiates. An exception shall be made for an employee who submits a physician's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school bus or school vehicle. The term drugs also include prescription and over-the-counter medications which are being abused.</p>
<p>4. Guidelines</p>	<p>Staff shall be required to undergo testing for drugs and alcohol, as required by law. The district shall require covered drivers to submit to the following tests: pre-employment, random, post-accident, reasonable suspicion, return-to-work and follow-up.</p> <p>Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action for a covered driver who violates Board policy or administrative regulations. Nothing in this policy shall limit the Board's authority to impose discipline, including discharge.</p>
<p>Pol. 317</p>	<p>A covered driver who is tested and is found to have an alcohol concentration of 0.02 or greater shall be suspended without pay until the start of the driver's next regularly scheduled duty period that is no less than twenty-four (24) hours following administration of the test. They may be subject to additional disciplinary action, up to and including discharge.</p>
<p>5. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations to implement this policy and the requirements of law, which may include the following components:</p> <ol style="list-style-type: none"> 1. Contracts with a qualified medical review officer and substance abuse professional and a certified laboratory. 2. Establishment of procedures for required testing of covered drivers. 3. Maintenance of the confidentiality of all aspects of the testing process.

4. Delegation of responsibility for monitoring employee compliance with the provisions of Board policy and administrative regulations.
5. Designation of an employee responsible for receiving and handling results of drug and alcohol tests.
6. Implementation of procedures for the preparation, maintenance, retention and disclosure of records, as required by law.
7. Distribution to affected employees of information and materials relevant to Board policies and administrative regulations regarding drug and alcohol testing.

References:

School Code – 24 P.S. Sec. 510

Department of Transportation Regulations – 67 PA Code Sec. 71.3

Driving Under the Influence – 75 Pa. C.S.A. Sec. 3802

Controlled Substance and Alcohol Testing, Title 49, Code of Federal Regulations –
49 CFR Part 382

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