

PRE-EMPLOYMENT DRUG TESTING

It is the policy of the Toronto City Schools Board of Education to maintain a drug-free workplace in full compliance with all applicable federal, state, and local laws. Drug abuse by employees or volunteers interferes with the educational and work process, and compromises the safety and well-being of staff and students. The intent of this policy is to ensure that its volunteers and new hires are free from illegal drug use and to hire drug-free employees.

A pre-employment urine drug screen shall be required of all volunteers and applicants who have received a conditional offer of employment with the Toronto City Schools. Applicants will be informed in advance that a negative drug screen is a condition of employment and of the requirement that they must submit to the drug screen within 72 hours of such notice. Pre-employment urine drug testing shall be at Board expense with no cost to the applicant. Should the pre-employment urine drug testing result in an outcome that is not conclusively negative, applicants will be informed of the opportunity to submit to hair follicle drug testing within 72 hours of the date of the notice. Hair follicle testing will be at the expense of the applicant.

The district will not permit volunteering or hire anyone who refuses to submit to a drug testing within the required time frame or who has a test result that is anything but conclusively negative. Applicants testing positive will not be eligible for employment by the Toronto City Schools for three years from the date of the test. Repeat testing is at the discretion of the Superintendent.

All drug testing shall be conducted by an independent, certified laboratory, utilizing recognized techniques and procedures, approved by the Board of Education. Specimens collected will not be used to conduct any other test or analysis, including alcohol, unless otherwise authorized by law. The validity period for pre-employment drug screening is one school year. All actions taken under this policy will be confidential and disclosed only to those employees or agents of the Board who have a need know.

This policy does not apply to employees hired prior to the adoption of this policy.

[Adopted September 27, 2007]