

POLICIES, GUIDELINES AND PROCEDURES

SUBJECT	N.E.P.N. CODE
DRUG-FREE SCHOOLS/WORKPLACES	ADB

I. POLICY

To enhance the welfare of employees and students, the Louis Riel School Division recognizes the importance of maintaining a workplace free of alcohol, cannabis, and other drugs.

Therefore, the unlawful manufacture, distribution, dispensation, possession or use of alcohol, cannabis, or a controlled drug or substance is prohibited in the workplace, with exceptions as specified in the **GUIDELINES** and **PROCEDURES** of this policy.

II. GUIDELINES

A. For the purposes of this policy the “workplace” is defined as the site for the performance of work done under the authority of the Division, including but not limited to:

- any Division building or any school premises or grounds;
- any school- or divisionally-owned vehicle or any other vehicle approved 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 conference, workshop, meeting or other professional development activity;
 - field trip or athletic event where students are under the jurisdiction of employees of the Division.

B. The Division permits the possession or use of prescription and over-the-counter drugs at the workplace under the following conditions:

- Any prescription drug in the employee’s possession or used by the employee is prescribed to the employee;
- The employee is using the prescription or over-the-counter drug for its intended purpose and in the manner directed by the employee’s physician; and
- The use of the prescription or non-prescription drug does not adversely affect the employee’s ability to safely perform their duties or result in impairment.

Adopted:	December 7, 2004	Legal References: The Public School Act; Controlled Drugs and Substances Act (Canada); Liquor, Gaming and Cannabis Control Act (Manitoba)
Revised:	February 5, 2019; December 17, 2024	

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- C. Exceptions that allow the consumption of alcohol on divisional property are specified as follows:
- An event occurring in recognized common meeting rooms in the Louis Riel School Division Board Office or the Louis Riel Arts and Technology Centre and satisfying all permit requirements;
 - A school reunion approved by the Board; meeting all permit requirements and confining the service of alcohol to wine and/or beer; in a defined location within the school building.

III. PROCEDURES

- A. Consistent with subsection 47.1(2)(iii) of The Public Schools Act, every school’s code of conduct shall contain a provision that prohibits using, possessing or being under the influence of alcohol, cannabis (marijuana) or illicit drugs at school;
- B. Breaches of this policy will be addressed in accordance with:
- Policy JK – Supporting Student Behaviour
 - Policy GCQF/GDQD – Progressive Discipline
- and may be subject to prosecution under [the Controlled Drugs and Substances Act](#) and/or other pertinent legislation.
- C. Any contravention of this policy, including appearance at school or in the workplace while suspected to be under the influence or impairment of any legal or illegal substance, may result in a request to leave the school or workplace.
- D. When planning and holding an event where alcohol will be served as specified in **GUIDELINE C**, organizers must:
- obtain a social occasion permit from the Liquor, Gaming and Cannabis Authority;
 - comply with all terms and conditions stipulated in the permit;
 - perform the duties of the permit holder as articulated in the [Liquor, Gaming and Cannabis Control Act](#); and
 - Ensure that no alcoholic beverages are retained on divisional property following the event.

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