

## Drug and Alcohol-Free Policy

The Auguste Escoffier School of Culinary Arts (AESCA)- Boulder recognizes its responsibility as an educational institution to promote a productive and healthy environment. This responsibility demands implementation of programs and services to facilitate that effort.

### PURPOSE

AESCA Boulder is committed to a program to prevent the abuse of alcohol and the illegal use of drugs and alcohol by its students and employees. As part of this commitment AESCA will strive to provide meaningful, entertaining, and educational alcohol awareness information as well as information on illegal drugs. The AESCA Boulder program includes this policy which prohibits illegal use of drugs and alcohol in the workplace, on school property or as part of any school sponsored activities.

### Policy

1. Requires all students and employees to abide by the terms of this policy as a condition of initial and continued enrollment/employment.
2. Recognizes that the illegal use of drugs and alcohol is in direct violation of local, state and federal laws as well as school policies set forth within this policy.
3. Strictly prohibits the illegal use, possession, manufacture, dispensing, or distribution of alcohol, drugs or controlled substances in the workplace, on its premises, or as a part of any school sponsored activities.
4. Considers a violation of this policy to be a major offense, which may result in requirement for satisfactory participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action up to and including termination from employment and suspension or expulsion from the school. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.
5. Recognizes that violations of applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions including but not limited to fines, incarceration, loss of driver's license, imprisonment and/or community service requirements. Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities.
6. Requires an employee to notify the Campus President in writing of criminal charges for drug or alcohol related offenses occurring in the workplace no later than five calendar days following the charge(s). Additionally, any employee convicted of a drug or alcohol related offense which occurred in the workplace is required to notify the Campus President in writing within five calendar days of such conviction.
7. Provides referral assistance for counseling services, access to AESCA Boulder's **Employee/Student Assistance Program or the Student Resource Service, and referrals for employees/students to counseling services/programs** that inform students and employees about the dangers of drug and alcohol abuse. Voluntary participation in or referral to these services is strictly confidential.

8. Contact the Campus President at 303-494-7988 for referral assistance. AESCA employees may also contact our health insurance provider for various assistance at:

**Employee Services:**

Blue Cross/Blue Shields  
800-541-2767  
[www.mdlive.com/bcbsil](http://www.mdlive.com/bcbsil)

**Student Services:**

See table below for Local & National  
Substance Abuse Resources

9. The Campus President is responsible for notifying federal funding agencies within 10 calendar days whenever an employee is convicted of a drug-related crime that occurred in the workplace.
10. Forbids an employee from performing sensitive safety functions while a prohibited drug(s) is in his or her system.
11. Could mandate drug testing of employees prior to employment, when there is reasonable cause, after an accident, on a random basis, and before returning to duty after refusing to take a drug test or after not passing a drug test.
12. Health risks generally associated with alcohol and drug abuse can result in but are not limited to a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes and thought disorders.
13. Provides for annual distribution of this policy to all staff, faculty and students.

***Your Role in the Drug-Free Workplace Program***

- Know AESCA Boulder's policy and program.
- Follow AESCA Boulder's drug-free policy.
- Report to class and/or work fit for duty. Come to the school free of alcohol and other drugs.
- Don't abuse alcohol or use illegal drugs in the workplace, on school property, or as part of any AESCA school sponsored or required activity.
- Seek help if you think you have a problem.

Talk to the Campus President or a Campus Security Authority if you think a coworker or student may need help or if you see a policy violation.

## **Local Resources - Boulder Area**

### **Alcoholics Anonymous - [www.aa.org](http://www.aa.org)**

5375 Western Ave  
Boulder, CO 80301  
(303) 447-8201

### **Alateen (for children of the user)**

District Eight Hot Line - 303-665-1766  
This is a 24-hour answering service for meeting information and messages for a member to call back  
[www.al-anon.org/newcomers/teen-corner-alateen/](http://www.al-anon.org/newcomers/teen-corner-alateen/)

### **Adult Children of Alcoholics (ACOAs)**

Find a meeting near you:  
<http://www.allone.com/12/aca/>  
Narcotics Anonymous  
(303)412-2884  
[www.na.org](http://www.na.org)

### **Nar-Anon (for family members and friends)**

[www.nar-anon.org](http://www.nar-anon.org)

### **Drug Treatment Centers Boulder Institute for Psychotherapy and Research**

(303) 578-6165  
Boulder, Colorado 80302

### **NorthStar Transitions**

(888) 988-5182  
Boulder, Colorado 80301

### **American Cancer Society - [www.cancer.org](http://www.cancer.org)**

2255 S Oneida St, Denver, CO 80224  
(303) 758-2030

### **Lung Association: [www.lung.org](http://www.lung.org)**

1-800-LUNGUSA: to find in community

## **National Resources**

### **National Institution on Drug Abuse**

1 -800-662-HELP  
Information and Referral line  
(M-F, 8:30 a.m.-4:30 p.m.)

### **The Center for Substance Abuse**

Treatment and Referral Hotline  
Information and referral line that directs callers to treatment centers in the local community.  
(1-800-662-HELP)

### **The Drug Free Workplace Helpline**

A line that provides information only to private entities about workplace programs and drug testing. Proprietary schools may use this line.  
(1-800-967-5752)

### **County or State Addiction or Mental Health**

#### **Agency:**

Addiction Recovery Centers (ARC)  
ARC Broadway: 303-441-1275  
Boulder  
3470 Broadway  
Hours: 8 a.m.-4:30 p.m. M-F

### **County/Victim/Mental Health Hotline**

Boulder County Safehouse:  
(303) 444-2424

### **Boulder County Addiction Recovery Center**

Outpatient Services: 303-441-1275  
24 Hr. Detox: 303-441-1281