

SECTION 300 – PERSONNEL

STAFF HEALTH AND SAFETY

POLICY 305

ARTICLE 1 GENERAL PROVISIONS

- A. The Board seeks to ensure the health and safety of employees. The Board of Education has established policy (Policy 106) for a safety program. Provisions of this policy address the safety of staff, students and visitors to our schools.

ARTICLE 2 PHYSICAL AND MENTAL EXAMINATIONS AND/OR DRUG OR ALCOHOL TESTING

- A. Employees may, as a condition of employment, be required to present results of a physical examination, mental health examination, and/or results of drug or alcohol testing. Such requirement must be job-related and required only if necessary to determine if an individual can perform a job safely and efficiently. When an administrator suspects that a staff member's physical and/or mental condition is such that it interferes with his/her ability to perform his/her duties or there is a suspected risk to the health and safety of others, the administrator has a responsibility to notify the Superintendent who shall take steps necessary to evaluate the employee's condition and to make appropriate employment decisions. One of these steps may be to require a physical examination, mental health examination or drug or alcohol test. The School District shall pay the costs of the required physical and/or mental examination or test if it is not covered by the employee's insurance and if the Superintendent approves the professional or agency in advance. (See Medical Records, Policy 311, Article 2.)
- B. Bus drivers, including full-time, regular part-time or temporary part-time drivers are required by law to have an annual physical examination to obtain an operator's permit.

ARTICLE 3 COMMUNICABLE DISEASES

- A. An employee with an acute, communicable disease shall not report to work during the period of time in which he/she is contagious/infectious. The District reserves the right to require a physician's statement prior to the employee's return to work.
- B. Any employee who becomes aware that he/she has a chronic, communicable disease is encouraged to notify his/her administrator. To encourage disclosure, the District shall endeavor to treat these employees in a fair, non-discriminatory and confidential manner consistent with the District's legal obligations.
- C. An employee who is identified as having an acute communicable disease may be placed on leave with pay until a determination is made as to the potential risks of transmission of the disease in the school environment and of his/her ability to fulfill job duties.
- D. The employee will be returned to work if the Superintendent, based upon medical reports and consideration of reasonable accommodations, has determined there is not risk to students or staff and that the employee is able to fulfill job duties. Reasonable accommodations shall be made in keeping with requirements of Section 504 of the Rehabilitation Act. The condition and the employee's employment status shall be re-evaluated on a regular basis as determined by the Superintendent.
- E. If the Superintendent determines that the employee is not able to fulfill job duties, he/she shall recommend that the Board take steps, consistent with State and Federal law and Board Policy, to terminate the staff member's employment.

References:

C.R.S. 22-32-110(1)(k) Board of Education Specific Power, Safety Policies

Adopted: August 8, 2001