

## CONSUMER INFORMATION

### Activity 2: Drug and Alcohol Abuse Prevention Information

Review and record what office is responsible for reviewing and updating the information listed below. Also indicate where this information is located and when it was last updated.

#### Drug and Alcohol Abuse Prevention Information [668.14\(c\)](#); [34 CFR 86](#)

Office Responsible:	
Area Information is located:	
Date Document was last updated:	
Date Policy and Procedure was last updated:	

#### Drug and alcohol abuse materials must contain ([34 CFR 86.100](#)):

- Information on preventing drug and alcohol abuse;
- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs and alcohol by students and employees on the school's property, or as part of the school's activities;
- A description of the sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol;
- A description of any drug and alcohol counseling, treatment, or rehabilitation programs available to students and employees;
- A description of the health risks associated with the use of illicit drugs and alcohol;
- A clear statement that the school will impose sanctions on students and employees for violations of the standards of conduct (consistent with local, state, and federal law) and a description of these sanctions, up to and including expulsion, termination of employment, and referral for prosecution.

#### Distribution of Materials:

- Must use a method for distribution that will reach every student and employee, such as the method used to distribute grade reports or paychecks;
- Must annually distribute materials to students and employees. If new students enroll or new employees are hired after the initial distribution for the year, the school must make sure that they also receive the materials.

#### Biennial Review:

- The school must conduct a biennial review of its program to determine its effectiveness and implement changes to the program if they are needed and ensure that any disciplinary sanctions are consistently enforced