

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

Office Responsible: Student Counselor

### **Drug and Alcohol Abuse Materials Must Contain:**

**Bullet 1:** Information on preventing drug and alcohol abuse;

**Bullet 2:** 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.

**Bullet 3:** A description of the sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol

**Bullet 4:** A description of any drug and alcohol counseling, treatment, or rehabilitation programs available to students and employees;

**Bullet 5:** A description of health risks associated with the use of illicit drugs and alcohol;

**Bullet 6:** 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.

*The information requested above is contained in a handout for all students at Iowa Central Community College. The handout clearly addresses each bulleted point above.*

### **Distribution of Materials:**

**Bullet 1:** Must use a method of distribution that will reach every student and employee, such as the method used to distribute grade reports or paychecks;

**Bullet 2:** 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.

*The handout referenced above will be distributed to students electronically twice a year. It will be sent out during the fall semester to reach all new and returning students, and then again sent out during the start of the spring semester in order to reach any new students who may have enrolled after the initial distribution.*