

MITSU SATO HAIR ACADEMY
DRUG AND ALCOHOL POLICY

Administrative offices located at:

9062 Metcalf Ave.
Overland Park, KS 66212
913-341-7286

Updated January 2015

Mitsu Sato Hair Academy is committed to providing a safe, healthy, and efficient working and learning environment for all the students and employees. To achieve this goal, students and employees are prohibited from:

1. Possessing, distributing, selling, manufacturing, or being under the influence of any illegal drug;
2. Consuming alcoholic beverages while on company premises, in company vehicles, or while on company business or time, or bringing alcohol onto company premises; or
3. Abusing prescription drugs or possessing drugs that have not been prescribed for the student or employee by a physician.

Mitsu Sato Hair Academy does not permit the sale, possession or consumption of alcoholic beverages on school property or at school related activities. The academy adheres to and enforces all state underage drinking laws. Additionally, Mitsu Sato Hair Academy does not permit the possession, use, manufacture or sale of illegal drugs by its employees and students and adheres to and enforces all state and federal drug laws. The violation of these policies by students and employees may result in suspension, termination and/or arrest. A violation of the alcohol portion of this policy will result in 1 week suspension. If the student is a minor, their parents will be notified. A second violation of the alcohol policy will result in immediate termination of enrollment or employment. A violation of the drug policy will result in immediate termination of enrollment or employment. A student or employee who has been terminated on the basis of violating our substance abuse policy and wishes to return to Mitsu Sato Hair Academy must first provide legitimate evidence that he/she has entered into and completed a recognized rehabilitation program. Requests for reinstatement must be in written form and submitted to the school owner or administrator. The imposed sanction for violating the Drug/Alcohol policy stated above applies to all students and employees without exception.

Violations of this above mentioned policy occurs when there is reasonable evidence of illegal prohibited activity. At this point the academy will take action against all violators. In addition, all evidence of illegal activities will be turned over to the appropriate law enforcement agencies.

Mitsu Sato Hair Academy reserves the right to request random drug tests for its employees and students. Refusal to submit to a drug and/or alcohol screen is grounds for immediate termination of enrollment or employment. All information relating to drug and/or alcohol screens is to be kept strictly confidential. The information will be kept in a medical file for the student or employee, which will be maintained separately from the student or employee’s general recordkeeping file. The medical files will be kept locked and secured, and access will be limited to certain individuals within the organization. Under no circumstances should the results of a drug and/or alcohol screen be discussed with individuals that do not have a work-related need to know.

Law enforcement may also be invited to check our academy at any time with any means they deem necessary. (i.e. drug dogs)

Students convicted of drug possession while receiving Title IV funds loses their eligibility and all funding.

State of Kansas – Drug Possession Penalties

Substance	Classification	Penalty
Possession of opiates, narcotics or stimulants (amphetamines)	Drug Severity Level 4 – Felony	Up to 3 ½ years in prison, \$100,000.00 fine
Possession of Marijuana, other stimulants, depressants, hallucinogens (LSD, acid, psilocybin) or anabolic steroids	Class A non-person Misdemeanor	First Offense: up to 1 year in prison, \$2,500.00 fine. Second Offense: up to 3 ½ years in prison, \$100,000.00 fine.
Possession drug paraphernalia	Class A non-person Misdemeanor	First Offense: up to 1 year in prison, \$2,500.00 fine. Second Offense: up to 3 ½ years in prison, \$100,000.00 fine.

Federal Law

Offense	Minimum Punishment	Maximum Punishment
Manufacture, distribution or dispensing drugs (includes marijuana)	A term of imprisonment for up to 5 years and a fine of \$250,000.00	A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed \$8,000,000.00 (for an individual) or \$20,000,000.00 (if other than an individual)
Possession of drugs (includes marijuana)	Imprisonment for up to 1 year, and a fine of \$1,000.00	Imprisonment for not more than 20 years or not less than 5 years, a fine of not less than \$5,000.00 plus costs of investigation and prosecution
Operation of a Common Carrier under the influence of alcohol or drugs		Imprisonment for up to 15 years and fine not to exceed \$250,000.00

While Mitsu Sato Hair Academy does not condone the abuse of alcohol, prescription drugs and/or the use of illegal drugs, Mitsu Sato Hair Academy does recognize that addiction to drugs and/or alcohol can be treated. If an employee or student recognizes a personal addiction or abuse problem and seeks assistance from management in advance of detection, Mitsu Sato Hair Academy will assist the student or employee in seeking treatment. The confidential nature of the student or employee counseling and rehabilitation for drug and/or alcohol abuse will be preserved. There are many organizations available for the individual who seeks help and guidance for their addiction.

Referral and Hotline Information:

Alcoholics Anonymous	www.aa.org
National Alcohol & Drug Abuse Hotline	1-800-234-0420
Avenues to Recovery	913-780-9600
Reach-Out Hotline	1-800-522-9054

(Alcohol, drug-crisis, intervention, mental health referral)

Mitsu Sato Hair Academy provides students education on the effects of drug and alcohol use in reference to hair, skin and nails as it relates to the field of cosmetology. The academy at a minimum will annually invite a guest speaker in the school to discuss the effects of drug and alcohol abuse on their bodies, their lives and their families. The invited guest speaker may be an area doctor, rehabilitation counselor, or an individual who successfully recovered from their addiction.

Health risks generally associated with alcohol and drug abuse can result in but 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. The use of alcohol and other drugs represents a serious threat to health and quality of life. More than 25,000 people die each year from drug-related accidents or health problems. With most drugs, it is possible that users will develop psychological and physical dependence. The general categories of drugs and their effects are as follows:

Alcohol produces short-term effects that include behavioral changes, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long-term effects of alcohol abuse include damage to the liver, heart and brain; ulcers; gastritis; malnutrition; delirium tremors; and cancer. Alcohol combined with barbiturates and other depressants can prove to be a deadly mixture.

Amphetamines/Stimulants (speed, uppers, crank, caffeine, etc.) speed up the nervous system and can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred vision, dizziness, sleeplessness, anxiety, hallucinations, paranoia, depression, convulsions and death due to a stroke or heart failure.

Anabolic steroids seriously affect the liver, cardiovascular and reproductive systems. It can also cause sterility in males and females as well as impotency in males.

Barbiturates/Depressants (downers, Quaaludes, valium, etc) slow down the central nervous system and can cause decreased heart and breathing rates, lowered blood pressure, slowed reactions, confusion, distortion of reality, convulsions, respiratory depression, coma and death. Depressants combined with alcohol can be lethal.

Cocaine/Crack stimulates the central nervous system and extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia, seizures and death due to cardiac arrest or respiratory failure.

Hallucinogens (PCP, angel dust, LSD, etc.) interrupt the functions of the part of the brain that controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart and blood pressure, convulsions, coma and heart and lung failure.

Cannabis (marijuana, hashish, hash, etc) impairs short-term memory comprehension, concentration, coordination and motivation. It may also cause paranoia and psychosis. Marijuana smoke contains more cancer causing agents than tobacco smoke, the way in which marijuana is smoked – deeply inhaled and held in the lungs for a long period – enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.

Narcotics (heroin, morphine, Demerol, Pecodan, etc) initially produce feelings of euphoria often followed by drowsiness, nausea and vomiting. An overdose may result in convulsions, coma and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.

Tobacco-nicotine causes death among some 170,000 people in the United States each year due to smoking-related coronary heart disease. Some 30 percent of 130,000 cancer deaths each year is linked to smoking. Lung, larynx, esophagus, bladder, pancreas and kidney cancers strike smokers at an increased rate. Emphysema and chronic bronchitis are 10 times more likely among smokers.

Mitsu Sato Hair Academy provides a copy of this document on the website www.mitsusatohairacademy.com or any student or employee may request a copy from the administrative office at any time. Mitsu Sato Hair Academy will provide a "hard copy" to all new students and staff during orientation. Additionally, the academy will email a copy of this policy to all students and staff annually.