



## School WellSpot Tobacco-Free Policy Sample

In order to meet the school tobacco policy criteria, the policy must include these elements:

- Provides rationale for tobacco use policy
- Prohibits tobacco use on school property used for educational purposes (facilities owned, leased, or rented by the organization, including parking lots)
- Does not include designated smoking areas
- Defines tobacco to include all types of smoking and smokeless tobacco products
- Includes smoking devices (e-cigarettes)
- Requires referrals to tobacco cessation resources
- Requires enforcement for violations
- Prohibits tobacco use in school buses and school vehicles (if applicable)



## **Rationale**

The \_\_\_\_\_ Board of Education recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and visitors. The Board acknowledges that adult employees and visitors serve as role models for students. The Board recognizes that it has an obligation to promote positive role models in schools and promote a healthy learning and working environment, free from unwanted smoke and tobacco use for the students, employees, and visitors on the school campus. Adopted \_\_\_\_\_

## **Policy**

### **Smoking and use of any tobacco product is prohibited**

No student, staff member or school visitor is permitted to use any tobacco product at any time:

- in any building, facility, bus, or vehicle owned, leased, rented or chartered by the [Name of School District] Schools;
- on any school grounds and property – including athletic fields and parking lots – owned leased, rented or chartered by [Name of Board of Education]; or
- at any school-sponsored or school-related event on-campus or off-campus.

In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of the school district also are prohibited from smoking and using tobacco products at any time while on duty and in the presence of students, either on or off school grounds. Further, no student is permitted to possess a tobacco product while in any school building, while on school grounds or property or at any school-sponsored or school –related event or at any other time that students are under the authority of school personnel.

This policy shall not apply to any school property that is rented, leased, or otherwise made available for the use of non-educational purposes.

## **Definitions**

[In this section define tobacco, smoking, electronic smoking devices, property, university-sponsored events, and any other definition that would require defining within your policy]

**Property** is defined as any building, facility, bus, or vehicle owned, leased, rented or chartered by the [Name of School District] Schools; any school grounds and property – including athletic fields and parking lots – owned leased, rented or chartered by [Name of Board of Education]. (This policy shall not apply to any school property that is rented, leased, or otherwise made available for the use of non-educational purposes.)

**Educational purposes** are defined as performing services on behalf of the school district and at any time while on duty and in the presence of students, either on or off school grounds.

**School-sponsored events** are defined as events on and off campus that are sponsored by the school; this includes but not limited conferences, lectures, meetings and social/cultural events.

**Tobacco** is defined as: cigarettes, cigars, pipe, pipes or rolling tobacco, tobacco substitutes (e.g. clove cigarettes), chewing or spit tobacco, or any type of electronic smoking device.

**Smoking** is defined as: inhaling, exhaling, burning, carrying or possessing any lighted or heated tobacco product, including cigarettes, cigars, pipe tobacco, hookah, and other lighted or heated combustible plant material.\* Smoking also includes the use of electronic smoking devices.

\*Please note: this definition goes beyond state law L.A. R.S. 40:1291.1 et seq; "Louisiana Smoke-free Air Act"

**Electronic Smoking Device** is defined as any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the produce the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e- cigarette, e-cigar, e-pipe, e-hookah, vape pen, nicotine inhaler, or under any other product name or descriptor.

### **Accountability**

*[Outline enforcement procedures in accordance with staff policies and procedures. Also outline disciplinary measures for students. These enforcement measures could be in alignment with what is currently instituted.]*

### **Procedures**

*[Outline specific procedures employees, students, volunteers and vendors will follow. For example, new employees receiving explanation of the new policy, included within job announcements, and student handbooks. Within this section, also include a visitor's section on how your school will alert visitors to the policy such as displaying proper signage and steps of enforcement.]*

### **Procedures for Implementation**

The administration will develop a plan for communicating the policy that may include information in student and employee handbooks, announcements at school-sponsored or school-related events, and appropriate signage in buildings and around campus. An enforcement protocol, which identifies consequences for students, staff and visitors who violate the policy, will be created and communicated to all students, staff and parents.

### **Opportunities for Cessation**

The administration will consult with the health department and other appropriate health organizations to provide students and employees with information and access to support systems, programs and services to encourage them to abstain from the use of tobacco products. Students who violate the tobacco-free policy may be referred to the Louisiana Quit-Line (1-800-QuitNow; [www.quitwithusla.org](http://www.quitwithusla.org)), which is a free counseling service for tobacco cessation.

### **Prevention Education**

The administration will consult with appropriate health organizations to identify and provide programs or opportunities for students to gain a greater understanding of the health hazards of tobacco use and the impact of tobacco use as it relates to providing a safe, orderly, clean and inviting school environment.

*References as Cited in CAPS:*

Employee: 20 USC 6083 (*Nonsmoking Policy for Children's Services*)

La. Rev. Stat. Ann. §§17:240, 40:1291.1, 40:1291.2, 40:1291.3, 40:1291.11, 40:1291.21

Student: 20 USC 6083 (*Non-smoking Policy for Children's Services*)

La. Rev. Stat. Ann. §§17:240, 17:416, 40:1291.3, 40:1291.11

