

## **TOBACCO FREE SCHOOLS**

### **Rationale**

Tobacco use and smoking poses a significant health risk to the smokers and there is evidence that non-smokers exposed to second hand smoke are also at risk. As a concerned employer, the Board of Directors has a responsibility to provide a healthy working environment for its staff. Lifetime smoking habits are often formed during the school years; therefore, the Board has a responsibility to discourage tobacco use and encourage non-smoking among students by prohibiting use, by example, and through tobacco prevention education.

### **Instruction**

Tobacco prevention education will be incorporated into the Region's K-12 comprehensive health curriculum, as part of the Maine Learning Results, so that all students will be aware of the consequences of the use of tobacco products.

### **Policy**

- a. The use, or distribution of tobacco and tobacco products, including smokeless tobacco, is prohibited by all persons, on all Region property, including Region-owned vehicles, at all times.
- b. RSU employees and students enrolled in the Region's schools are not permitted to use tobacco or tobacco products, including smokeless tobacco, while they are participants in any activity sponsored by the RSU.
- c. School staff, including crossing guards, may not use tobacco products during work hours.
- d. Students and staff are prohibited from wearing and/or displaying any type of tobacco promotion materials on RSU property or at RSU functions.
- e. Any member of the public, while on RSU property, is prohibited from using tobacco products, including smokeless tobacco.
- f. Possession of tobacco or tobacco products, including smokeless tobacco by persons under the age of eighteen (18) is a violation of State of Maine law.

### **Communication procedures**

- This tobacco-free policy will be posted in appropriate employee work areas.
- Students, parents and guardians shall be notified of this tobacco policy in the student/parent handbook, which is distributed at the beginning of each school year.
- Signs will be posted throughout the RSU on buildings and athletic fields.
- A press release will be issued at the beginning of each year to inform parents and the public.

### **Enforcement and Discipline**

#### **Elementary School**

##### **First Incident**

- a. Confiscate material
- b. Administrator meets with student
- c. Notify parent/guardian, hold conference with building administrator
- d. Refer to guidance counselor or Student Assistance Team member
- e. Follow-up on recommendation of counselor/SAT member

##### **Second and Subsequent Incidents**

- a. Confiscate material
- b. Administrator meets with student

- c. Notify parent/guardian, hold conference with building administrator
- d. Notify police and Superintendent
- e. Refer to substance abuse counselor, or SAT member, or tobacco intervention program
- f. In-school suspension (1-5 days)
- g. Follow-up on recommendation of counselor/SAT member

**Middle and High School**

**First Incident**

- a. Confiscate material
- b. Administrator meets with student
- c. Notify parent/guardian, hold conference with building administrator
- d. Refer to substance abuse counselor, SAT member, or tobacco intervention program
- e. In-school suspension or restricted school day (1-2 days)
- f. Follow-up on recommendation of counselor/SAT member

**Second and Subsequent Incidents**

- a. Confiscate material
- b. Administrator meets with student
- c. Notify parent/guardian, hold conference with building administrator
- d. Notify police (under 18 years of age) and Superintendent
- e. Refer to substance abuse counselor, SAT member, or tobacco intervention program
- f. In-school suspension (2-5 days)
- g. Follow-up on recommendation of counselor/SAT member

**Staff**

Any staff member who violates this policy will be disciplined following the RSU's disciplinary procedure for a Drug Free Workplace. They will also be referred to a tobacco intervention program.

**General Public**

Any member of the public found using tobacco products will be asked to refrain from smoking or tobacco use while on RSU property by the appropriate school official. If the visitor does not comply, they will be asked to leave.

Legal Reference: 22MRSA §1542 and §1578-B

Cross Reference: ADB, Drug Free Schools  
 GBEC, Drug Free Workplace  
 JICH, Chemical Use and/or Possession by Students  
 JJI, Student Athletics  
 JK, Student Discipline  
 JKD, Suspension of Students

Adopted: September 22, 2009