

NOVATO UNIFIED SCHOOL DISTRICT

Board Policy

Series 3000

BP 3513.3

BUSINESS SERVICES

SMOKE-AND-TOBACCO-FREE ENVIRONMENT

The Board of Trustees of the Novato Unified School District is aware of and concerned by the United States Surgeon General's 1986 report on the health consequences of involuntary smoking and the impact on non-smokers. The Board also believes it is important to take steps necessary to discourage students from the use of all tobacco products. Further, the Board recognizes the importance of adult role-modeling for all students during formative years.

Therefore, it is the intent of the Board of Trustees of the Novato Unified School District to provide a healthy, comfortable and productive environment for staff, students and citizens. Effective January 1, 1992, the Novato Unified School District became a smoke-free and tobacco-free environment in all of its facilities and grounds. The use of tobacco products shall be prohibited on school district property. This shall include school buildings, grounds, facilities and school owned vehicles.

Legal reference: Ed Code 48901
Health and Safety Code 39002

Board Adopted: March 12, 1991 Revised: July 13, 1993

NOVATO UNIFIED SCHOOL DISTRICT ADMINISTRATIVE RULES AND REGULATIONS

Series 3000

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SMOKE-AND-TOBACCO-FREE ENVIRONMENT

TOBACCO PREVENTION – Grades K-12

1. Use or possession of tobacco or any product containing tobacco or nicotine by students is not permitted on the school campus at any time. This includes, but is not limited to, cigarettes, smokeless tobacco, snuff, and chew.
2. If a student uses or obviously possesses tobacco or any product containing tobacco or nicotine on the school campus, or while attending school-sponsored activities, or while under the supervision and control of school district employees, he/she will be subjected to the following disciplinary action:

| <u>Offense</u> | <u>Action</u> |
|----------------|--|
| First | Warning and parental contact |
| Second | Suspension – 1 day |
| Third | Suspension – 3 days |
| Fourth | Recommendation for expulsion or placement in an alternative school setting |

(The campus is defined as any place on or near the school grounds that can be seen from the school grounds.)

Education and Community Information Efforts:

1. Prevention education sessions will be conducted annually, to discourage students from the use of tobacco products and smoking. This can be in conjunction with events sponsored by organizations such as the American Cancer Society and the Heart Association.
2. Student use of tobacco will be discouraged through prevention education programs:
 - K-6: Units provided at each grade level by the American Cancer Society on the dangers of tobacco use. Units provided at both primary and upper grades by the American Lung Association on the dangers of tobacco use.
 - 7-8 Use of tobacco is covered in the units on substance abuse in both the Life and General Science courses.
 - 9-12 The science department will provide instruction on the harmful effects of tobacco use.
3. District policy and the rules and regulations will be publicized:
 - a. Student handbooks, school behavior standards which are signed by parents;
 - b. Principal's newsletter;
 - c. Reminders during the course of the year by the administration.

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TOBACCO PREVENTION – COMMUNITY/STAFF

1. Written notices prohibiting smoking and use of tobacco products shall be posted on all school grounds and in all school facilities.
2. Outside organizations will be expected to comply with this policy as if they were staff or students.

Board Adopted: March 12, 1991 Revised: July 13, 1993