

**RSU 56 TOBACCO USE AND POSSESSION  
ADMINISTRATIVE PROCEDURE**

Violation of the Tobacco Use and Possession Policy will be dealt with as specified within this procedure. The consequences and procedures set forth below may be modified by the administration when warranted by the specific circumstances of the particular case.

The Building Administrator or his/her designee will contact law enforcement anytime a minor student under the age of eighteen (18) has been found to violate this policy. However, the Building Administrator/designee shall refer to a law enforcement agency any student reasonably suspected of selling, dispensing, or distributing tobacco products.

**STUDENTS**

**A. First Offense**

Student will be suspended for three days. Parents will be called and notified in writing of the offense. Parents will receive a letter regarding cessation programs available for their child and will receive information as to how they may provide additional support for their child to quit smoking. The student will then be referred to the school nurse, or other appropriate school personnel as deemed necessary. If appropriate the student will be referred to the building's Student Assistance Team (SAT). At the initial appointment the student will be provided with the following:

1. Information regarding tobacco use;
2. A list of agencies and/or clinics where assistance can be found or referrals to appropriate outside agencies; and
3. Information regarding an age-appropriate cessation program.

**B. Second Offense**

Students will be suspended for five days. Parents will be called and notified in writing of the offense. If appropriate the student will be referred to the building's SAT. At the appointment the student will be provided with the following:

1. Referrals to appropriate outside agencies;
2. Attendance at a cessation program and/or a referral for further medical assistance regarding addiction.

**C. Subsequent Offenses**

Students will be suspended for ten days and referred to the Superintendent and/or the School Board for possible expulsion.

In all cases the student's needs will be evaluated and information and support provided.

**OTHER PERSONS IN VIOLATION**

All other persons violating this policy, e.g., employees, visitors, shall be immediately directed to cease the behavior. In addition, all persons suspected of selling, distributing or in any way dispensing tobacco products to minor students shall be referred to a law enforcement agency.

Any employee violating this policy shall be subject to disciplinary measures, including but not limited to being provided information about cessation programs and alternatives to smoking.

**NOTICES**

This Board's policy and corresponding disciplinary actions for infractions of this policy shall be printed in employee and student handbooks. Communications may include but are not limited to: making announcements at all outdoor events; posting of signs in appropriate places on school property; publishing notices in local newspapers at the beginning of each school year; posting the tobacco-free policy on the school district website and documenting the policy in staff and student handbooks.

Legal Reference:           20 USC § 6081 (Pro-Children Act of 1994 – Goals 2000)  
                                  22 MRSA § 1578-B  
                                  Me. PL 470 (An Act to Reduce Tobacco Use by Minors)

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