

# Bessemer City Schools Policy -

FILE: GAMC

## SMOKING AND USE OF TOBACCO PRODUCTS

The Board prohibits smoking and the use of tobacco products by school employees, students, and all other persons in all buildings, offices, schools, campuses, property and vehicles of the School District twenty four hours a day, seven days a week and at all School District sponsored events. The Board further prohibits the possession of tobacco products or paraphernalia, including cigarette-rolling papers, matches and lighters, by students at all of the above listed places and events. Persons in violation of this prohibition are subject to the following disciplinary action:

### DISCIPLINARY ACTIONS FOR EMPLOYEES

**1<sup>st</sup> Offense:** The supervisor or principal will inform the Superintendent, in writing of the violation. The Superintendent will, thereafter, write a letter of reprimand, with a copy given to the employee and the original placed in the employee's personnel folder at the Central Office.

**2<sup>nd</sup> Offense:** The supervisor or principal will inform the Superintendent, in writing of the violation. The Superintendent will, thereafter, write a letter of reprimand, accompanied by notice of a one day suspension, unpaid, with a copy given to the employee and the original placed in the employee's personnel folder at the Central Office.

**3<sup>rd</sup> Offense:** The supervisor or principal will inform the Superintendent, in writing of the violation. The Superintendent will, thereafter, make a recommendation of disciplinary action to the Board of Education, which must include at least a three day unpaid suspension and may include, but is not limited to termination of the employee's employment with the School District.

### DISCIPLINARY ACTIONS FOR STUDENTS

**1<sup>st</sup> Offense:** An administrator, student, parent/guardian conference will be held. The student will receive ~~either in-school suspension, extended work assignments before or after school, or suspension for a maximum of five (5) school days, unless other or lesser punishment is warranted under the guidelines for Special Education Students.~~ Circumstances may warrant disciplinary action as outlined under subsequent offenses. If these disciplinary actions are not effective, the principal/designee may seek additional support from Central Office staff members.

**Subsequent Offenses:** The student will be suspended for a maximum of five (5) days or, if the student is a Special Education Student, that student will be punished as directed under the guidelines for Special Education Students. If these disciplinary actions are not effective, the principal/designee may seek additional support from Central Office staff members.

### **DISCIPLINARY ACTIONS FOR VISITORS**

The visitor, whether a parent or other person, will be asked to cease the tobacco usage immediately. Visitors who refuse to cease the tobacco usage will be asked to leave the premises. If the visitor refuses, the School District's security officer will be contacted immediately to either escort the visitor from the school premises or direct the School Resource Officer to escort the visitor from the school premises. In the event that these actions are unsuccessful, or if the circumstances otherwise dictate, the School District's security officer or his or her designee may call the law enforcement authorities. School officials will be expected to sign an arrest warrant for any person failing to comply with the request of the District's security officer.

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**SOURCE:** Bessemer City Board of Education, Bessemer, AL.  
**ADOPTED:** July \_\_\_\_, 2003.  
**LEGAL REF:** §16-4-13; §16-12-5; §16-41-2; §16-41-3; §16-41-7, The Code of Alabama  
(1975).