

TOBACCO FREE ENVIRONMENT

The Board declares all buildings operated by the Board, and all spaces within them, to be officially designated tobacco-free environments due to the negative health impact on nonsmokers by others who smoke. Smoking and other tobacco use shall be prohibited on school system property, all school sponsored events at any time and/or on school vehicles at all times.

This policy shall apply to each employee, student and visitor. “No smoking” signs shall be placed prominently throughout the buildings on school system property and vehicles.

DISCIPLINARY ACTIONS
EMPLOYEE

1st Offense:

Disciplinary Action	Supervisor and/or principal will inform the superintendent in writing of <u>the</u> violation.
Consequence	The superintendent will write a letter of reprimand, with a copy given to the employee and the original <u>placed in the employee’s personnel folder at Central Office.</u>

2nd Offense:

Disciplinary Action	Supervisor and/or principal will inform the superintendent, in writing of <u>the</u> violation.
Consequence	<u>The superintendent will write a letter of reprimand, which includes a statement requiring the mandatory attendance and completion of our district’s Employee Assistance Program (EAP). A copy of this letter will be given to the employee and the original placed in the employee’s personnel folder in the Central Office.</u>

3rd Offense:

Disciplinary Action	Supervisor and/or principal will inform the Superintendent, in writing of <u>the</u> violation.
Consequence	<u>The Superintendent will make a recommendation of disciplinary action to the Board of Education, which may</u>

include, but is not limited to termination of employees employment with the school district (Reference to Title 16, The Code of Alabama).

DISCIPLINARY ACTIONS

Students

Disciplinary Action Possession and/or use of tobacco products – Having and/or using tobacco products, including the possession of cigarette rolling papers, on the school premises.

Consequence Class II – Intermediate Offense (Reference to code 2.04 outlined in Policy 8111 (Birmingham City Schools Code of Student Conduct).

DISCIPLINARY ACTIONS

Visitors

Disciplinary Action The visitor will be asked to cease the tobacco usage immediately.

Consequence Parents and other persons in violation of this policy will be asked to leave the premises. If they refuse, the school district’s security officer will be contacted immediately to escort the visitor from the school premises. School officials will be expected to sign an arrest warrant for any person failing to comply to the request of the district’s security officer.

LEGAL REF: The Code of Alabama 16-1-30, 16-12-5; The Alabama Administrative Code; 290-030-010-06