

Board Policy
Smoking**Descriptor Code: JCDA**

SMOKING

Smoking and/or use or possession of tobacco, other smoking substances and/or tobacco products are hereby prohibited by all students in grades kindergarten (K) through twelve (12) in or on school properties during the regular school day and all school sponsored activities.

The regular school day is defined as the normal hours schools are open to students for instructional purposes. The regular school day begins for students at the time of arrival on the respective school premises (school-owned property, school bus, parking lot, etc.). The school day ends for students upon departing school premises (school-owned property, school buses, parking lots, etc.). A school activity is defined as any activity (play, athletic event, recital, etc.) under the sponsorship and supervision of a school or the School System.

Students violating this policy shall be subject to punishment by school officials.

Vestavia Hills City Schools

Date Adopted: 5/15/1986

Board Policy**Descriptor Code: GAMBE****Tobacco Free Environment**

General: Smoking and/or use of all tobacco products by anyone is prohibited in all school buildings and on any property owned and/or controlled by the Vestavia Hills Board of Education. Such prohibition includes school-sponsored events held on school property or other events held on school property with Board permission.

Applicability to Trips: Smoking and/or of tobacco products by Board employees on duty and students is prohibited during field and athletic trips and at school-sponsored events held on property not under the control of the Board. Trip sponsors shall request that parents and other volunteers who participate in field and athletic trips refrain from smoking and/or use of tobacco products during such trips.

Violations and Disciplinary Action: Employees and students who violate this policy will be subject to disciplinary actions administered according to appropriate due process. Employee disciplinary action may include verbal warnings by the immediate supervisor, written warning by the immediate supervisor, written warning by the Superintendent, and/or dismissal by the Board. Student disciplinary actions will follow the code of conduct in the *Vestavia Hills City School District Code of Student Conduct*.

TYPICAL DISCIPLINARY PROCEDURES: EMPLOYEES

The following suggests a typical disciplinary procedure; however, a supervisor may choose a different procedure.

1st Offense: Immediate supervisor will initiate and conduct a conference with the employee and remind the employee of policy requirements. A written record of the conference will be initiated.

2nd Offense: Direct supervisor will write a letter of reprimand with a copy given to the employee and the original to the employee's personnel folder in the Central Office.

3rd Offense: Referral to Superintendent for consideration of Board discipline. Discipline may include but is not limited to recommendation of termination.

LEGAL REF.: Federal: Pro Children's Act (PCA, Part C of Title X of Goals 2000: Education America Act, Public Law 103-227). State: Alabama Administrative Code, Chapter 290-(1)(b)(2)-02. Regulations Governing Public Schools