

Arab City Schools

Tobacco

It is the policy of the Board of Education to promote the health and safety of all personnel and to promote the cleanliness of all school facilities. To this end the Board prohibits smoking and use of tobacco products on school property including vehicles or any school activity. Employees shall not smoke or otherwise use any tobacco product at any time while on duty.

STUDENT SMOKING/USE OF TOBACCO

Students in the Arab City School System shall not be permitted to smoke, use or possess tobacco in any form on the school grounds, at school sponsored activities, or when riding school buses. Students who violate this policy will be subject to appropriate disciplinary action.

INTERMEDIATE OFFENSES CLASS II

- 2.02 Possession and/or use of tobacco products—Having or using tobacco products on the school premises or at any school sponsored activity

INTERMEDIATE OFFENSES CLASS II

First Offense

Parental contact, Saturday school, in-school suspension, suspension for one (1) to three (3) school days, or other disciplinary action at the discretion of the principal or their designated persons.

Subsequent Offenses

Parental contact and suspension for three (3) or five (5) school days. Special circumstances may warrant a recommendation of expulsion. If so recommended, the expulsion procedures will be followed.

More Severe Disciplinary Actions for Class I/Class II Offenses

For Class I and/or Class II offenses, special circumstances may warrant a recommendation for more severe disciplinary action, including recommendation for Alternative Program or expulsion. Students may be assigned in-school suspension a maximum of three (3) times per semester or suspension a maximum of three (3) times per year before more severe disciplinary action is taken.

PROHIBITION OF TOBACCO PRODUCTS ON SCHOOL PROPERTY

The Arab City Board of Education prohibits the use of all tobacco products inside all school buildings and on all school property at all times by students, employees, and visitors.

Smoking and the use of other forms of smokeless tobacco products are prohibited on school buses, in school vehicles, and on the grounds of all Arab City Board of Education facilities at any time during the regular school day as well as the locations of extended day enrichment programs after school, extra curricular activities, and in the summer months during summer school and during scheduled hours of operation.

This policy applies to students, employees of the Arab City Board of Education, and to visitors on the property of the Arab City Schools. Tobacco policies, which are part of the Code of Student Conduct, are extensions of this policy and are not limited by its scope.

In accordance with the requirements of Alabama Administrative Code 290-030-010-.06-2.h.2 the following procedures will be implemented for handling employee infractions:

- 1st Occurrence: Local administrator or appropriate supervisor/employee conference, documented in employee record.
- 2nd Occurrence: Written documentation and warning by local administrator or supervisor, with copy to employee and copy to Superintendent.
- 3rd Occurrence: Formal report to Superintendent, with conference or written reprimand by Superintendent.
- 4th Occurrence: Formal report to the Board of Education of continued insubordination. Employee required to appear before the Board to receive written reprimand.
- 5th Occurrence: Formal hearing by the Board to discuss Board intent to terminate employment.