

are expected to be under the direct supervision and control of the parent, guardian, or adult who has brought the child onto College property.

Students requesting a child be allowed to attend class should address the individual instructor. Each instructor will make the determination on the appropriateness of such attendance. This occurrence should not be routine and is discouraged to the extent possible. A child who is sick should not be allowed to attend class.

NWSCC Clean Air Policy

Northwest Shoals Community College (NWSCC) is committed to providing a safe and healthy environment for its employees, students and visitors. The College recognizes the right of persons to make their own decisions about their personal use of tobacco products away from the College. However, in light of findings of the U.S. Surgeon General that exposure to secondhand tobacco smoke and use of tobacco products are significant health hazards, it is the intent of the College to establish a smoke-free environment on its campuses and in its college-owned vehicles. Consequently, the use of tobacco smoking products, including the carrying of any lighted smoking instrument, in College buildings or upon other College premises or inside College-owned, rented or leased vehicles, is prohibited. For the purposes of this policy, a “tobacco product” is defined to include any lighted cigarette (including electronic cigarettes), cigar, pipe, bidi, clove cigarette, and any other smoking product. All College employees, students, visitors and contractors are required to comply with this policy, which shall remain in force at all times. Any College employee or student found to be in violation of the clean air policy will be subject to a monetary fine. Tickets will be issued by campus police officer for violations. Monetary fines will be imposed as listed below, depending on whether the offender is an employee or student. Any visitor or contractor found to be violating this policy shall be asked to discontinue the disallowed activity, and any failure by a visitor or contractor to discontinue the disallowed activity after being requested to do so shall result in the visitor or contractor being escorted off the college premises by campus police. NWSCC will continue to uphold the current policy that the use of ALL tobacco products is prohibited in all buildings on each campus. Failure to adhere may result in the below listed fines.

Student Fines

Any NWSCC student found to have violated this policy shall be subject to the following fines: 1st ticket - Warning, 2nd ticket - \$25.00 fine. All fines must be paid within 7 days of ticketing. Fines that are not paid

within the 7 days shall automatically double in amount. A student who has a pending fine or fines may not register for classes nor have transcripts released until all fines are paid in full. Any student wishing to appeal a fine arising from the finding of a tobacco-free violation under this policy may do so with the Assistant Dean, Tom Carter.

Employee Fines

Any NWSCC employee found to have violated this policy shall be subject to the following fines: 1st ticket – Warning, 2nd ticket - \$25.00 fine. All fines must be paid within 7 days of ticketing. Fines that are not paid within the 7 days shall automatically double in amount. Any employee wishing to appeal a fine arising from the finding of a violation of this policy may do so with the Instructional Dean’s Office. With the exception of advertising in a newspaper, magazine, or similar publication that is not produced by NWSCC, no tobacco-related advertising or sponsorship shall be permitted on college campuses or at college-sponsored events. No tobacco-related advertising or sponsorship shall appear in any publications produced by the College or by any club or association authorized by NWSCC. For the purposes of this policy, the term “tobacco-related” applies to the use of a tobacco brand or corporate name, trademark, logo, symbol or motto, selling message, recognizable pattern of colors or any other indicia of product identification identical to or similar to, or identifiable with, those used for any brand of tobacco products or company which manufactures tobacco products.

Substance Abuse Prevention Policy

It is the College’s policy for all students and College personnel that the possession of, the distribution of, or the use of drugs and alcohol is prohibited. We are committed to providing a drug-free learning and working environment. We have included in our orientation credit course, which is required of all entering students, a section on drug awareness. The College has and shall maintain a drug-free awareness program as an in-service requirement (annually) to inform employees about:

- the dangers of drug abuse in the workplace;
- the College’s policy of maintaining a drug-free workplace;
- any available drug counseling, rehabilitation, or employee assistance program; and
- the penalties that may be imposed upon employees for drug abuse violations.

WARNING: As set out more fully in Section 5301 of the Anti-Drug Abuse Act of 1988, for anyone convicted of