



Initiatives for Pennsylvania's Youth

School Tobacco Policy

Objective: To enhance current tobacco policies within school districts and universities across the Commonwealth while educating administration, faculty, staff and peers about clean indoor air.

Description: Many school districts and universities throughout Pennsylvania do not have comprehensive tobacco policies, meaning the current policy does not encompass all faculty, staff and administration within a particular school district or college campus. Creating a new, all-inclusive tobacco policy for the local school district or college campus and presenting it to key decision-makers for approval generates an opportunity to improve health, social and economic environments of that school district or college campus, as well as educate students, faculty, staff and community leaders about the dangers of secondhand smoke and the importance of clean indoor air.

Youth Focus: One of the most effective groups, when it comes to educating their peers, is Pennsylvania's youth. These youth enthusiastically spread their knowledge in schools, communities, churches, and clubs and anywhere there are people willing to listen.

Through the creation of an effective school tobacco policy, youth will become an important aspect in creating a healthier environment for students, faculty, staff and administration while gaining support for and educating the community about clean indoor air.

Writing a school tobacco policy can stand alone as an activity or it can be incorporated into other activities. Writing a new school tobacco policy can be included in the agendas of school clubs.

Example: **SADD (Students Against Destructive Decisions)**

Writing a new school tobacco policy can be an additional activity for SADD.

Exposure to secondhand smoke is one the leading causes of preventable death in the United States and in the Commonwealth. By eliminating exposure to secondhand smoke in the school environment, SADD can encourage other students to avoid destructive behaviors, such as smoking.

Blue Card Campaign

Writing a new or improved tobacco policy for the local school district or college campus can also be used in conjunction with the Blue Card Campaign. Creating an effective tobacco policy for a local school district can become an avenue to gather support from community members and leaders for smoke-free workplaces.



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Materials Needed: A model school tobacco policy should be used as a guide when writing a new policy for the local school district or university campus. The school district's current tobacco policy can be used as a foundation for the new policy in terms of format and language.

Technical Assistance: The Pennsylvania Alliance to Control Tobacco (PACT) will provide a model school tobacco policy for all who participate in this initiative. Please contact Jennifer Kulaga at jkulaga@lunginfo.org with questions and other technical assistance requests regarding this campaign.

How-To Guide:

Directions:

1. Obtain a copy of the school district's current tobacco policy and compare it with the attached spreadsheet (courtesy of Armstrong/Indiana Drug and Alcohol Commission in conjunction with Indiana University of Pennsylvania) to determine necessary improvements to the existing policy.
2. Review the model school tobacco policy provided by PACT. (Model Tobacco-Free School Policy courtesy of Armstrong/Indiana Drug and Alcohol Commission in conjunction with Indiana University of Pennsylvania. Model Tobacco-Free University Policy courtesy of Americans for Non-Smokers' Rights.)
3. Determine who is involved in the decision-making process in the school district or college campus.
4. Amend the current school tobacco policy or create a new one using the model policy as a guide.
5. The new policy (as outlined by the CDC) should be consistent with federal, state and local laws (laws can be researched using www.loislaw.com) and should include the following elements:
 - a. An explanation of the rationale for preventing tobacco use (i.e., tobacco is the leading cause of death, disease and disability, or a similar fact).
 - b. Definitions of key terms included in the policy (i.e., tobacco, tobacco use, possession, entire campus, etc.)
 - c. Prohibitions against tobacco use by students, all school staff, parents and visitors on school property, in school vehicles and at school-sponsored functions away from school property.
 - d. Prohibitions against tobacco advertising in school buildings, at school functions and in school publications.



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- e. A requirement that all students and staff receive instruction on avoiding tobacco use.
 - f. Provisions for students and all school staff to have access to cessation programs to help them quit using tobacco. Information regarding cessation programs can be acquired through the local primary contractor.
 - g. Procedures for communicating the policy to students, all school staff, parents or families, visitors and the community, including posting signage where necessary.
 - h. Provisions for enforcing the policy.
6. In many cases, school policy requires a petition to be signed by a designated number of students or community members who support the new school tobacco policy. Check with the local school or university policy to determine if a petition is required.
7. Request a meeting with and present the new, comprehensive tobacco policy to the key decision-makers. Include in the presentation facts about the dangers of second-hand smoke and the importance of clean indoor air to the health of all students, faculty, staff and administration. Fact sheets can be obtained through the PACT website, www.pactonline.org.

Promotion and education: Many Pennsylvanians are not aware of the dangerous effects of secondhand smoke. Education is the key to gaining support for a comprehensive school tobacco policy. Creating an effective school tobacco policy presents an opportunity to educate peers, community members and leaders about the health risks that can develop from exposure to secondhand smoke. Support from peers, staff and the community will help convince key decision-makers that the new tobacco policy is both needed and wanted.

Promote the new, comprehensive tobacco policy by obtaining letters of support from students, staff and community members. Letters from student government and other student organizations will help demonstrate the necessity for a comprehensive tobacco policy. To ensure widespread support for the new tobacco policy, encourage other students, faculty, staff and key decision-makers to take part in developing and implementing the policy.

For educational materials on secondhand smoke, visit www.pactonline.org.



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Media: Creating an effective tobacco policy for a local school district serves as an opportunity to create media buzz surrounding clean indoor air in local communities and youth involvement is the surest way to capture media attention. There are various ways to attract the media to this initiative:

- Establish a relationship with reporters from the school and local newspapers and television stations. The more information available to the public about secondhand smoke and clean indoor air, the more support will be generated for a comprehensive tobacco policy.
- In order to increase awareness, write a news release announcing the new, comprehensive tobacco policy; include educational information about secondhand smoke (local statistics).
- Write a Letter to the Editor.
- Write an Op-Ed.
- Hold an event surrounding clean indoor air at your school, local community center, church, etc.
- Write an article about clean indoor air and the new tobacco policy for your school newspaper or church newsletter.

Senior Project: This initiative can be turned into a Senior Project, which is often required by high schools. It can be adapted to meet the guidelines set by your individual school; however, evaluation forms must be returned to PACT.



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Evaluation: Please complete this form and return it to PACT:

**Pennsylvania Alliance to Control Tobacco
Attn: Jennifer Kulaga, Member Relations Coordinator
c/o American Lung Association of the Mid-Atlantic
3001 Old Gettysburg Road
Camp Hill, PA 17011**

Name:

Youth organization:

County:

Who was involved in creating the new school tobacco policy?

Were you successful in convincing the key decision-makers to adopt your new school tobacco policy? Was it well-received by faculty and staff? By other students?

What strategies did you use to educate the key decision-makers and other faculty members, peers, community members and leaders about clean indoor air?

What strategies did you use to promote the new school tobacco policy?

What strategies did you use to garner media attention?

Did you succeed in attracting any media? If so, what kind?

(Name of School District)	Tobacco Products	Policy Code:
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**A Model 100% Tobacco-Free School Policy For
North Carolina School Districts**

The *(name of school district)* Board of Education recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and visitors. The Board acknowledges that adult employees and visitors serve as role models for students. The Board recognizes that it has an obligation to promote positive role models in schools and promote a healthy learning and working environment, free from unwanted smoke and tobacco use for the students, employees, and visitors on the school campus. Finally, the board recognizes that it has a legal authority and obligation pursuant to G.S. 115C-407 *Policy prohibiting Tobacco Use in School Buildings* as well as the federal *Pro-Children's Act, Title X of Public Law 103-227* and the *No Child Left Behind Act*.

Tobacco Use Prohibited

No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours:

- in any building, facility, or vehicle owned, leased, rented or chartered by the *(Name of School District)* Schools;
- on any school grounds and property – including athletic fields and parking lots – owned leased, rented or chartered by *(Name of Board of Education)*; or
- at any school-sponsored or school-related event on-campus or off-campus.

In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of the school district also are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds.

Further, no student is permitted to possess a tobacco product while in any school building, while on school grounds or property or at any school-sponsored or school –related event or at any other time that students are under the authority of school personnel.

Tobacco products may be included in instructional or research activities in public school buildings if the activity is conducted or supervised by the faculty member overseeing the instruction or research and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

Definition of Tobacco Products and Tobacco Use

For the purposes of this policy, “tobacco product” is defined to include cigarettes, cigars, blunts, bidis, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products. “Tobacco use” includes smoking, chewing, dipping, or any other use of tobacco products.

Legal Reference:	Adopted on: <i>(Date)</i>	Page 1 of 2
	Revised on:	

(Name of School District)	Tobacco Products	Policy Code:
<p>Signage Signs will be posted in a manner and location that adequately notify students, staff and visitors of about the 100 percent tobacco-free schools policy.</p> <p>Enforcement for Students Consequences for students engaging in the prohibited behavior will be provided in accordance with the school’s student behavior management plan. Students who violate the school districts tobacco use policy will be referred to the guidance counselor, a school nurse, or other health or counseling services for all offenses for health information, counseling and referral. The administration will consult with appropriate health organizations in order to provide student violators with access to an Alternative to Suspension (ATS) program. The ATS program will provide up-to-date information on the many consequences of tobacco use, offer techniques that students can use to stop tobacco use at school, and provide referrals to local youth tobacco cessation programs. Parents/guardians will be notified of all violations and actions taken by the school. Schools may also use community service as part of the consequences. Suspension will only be used after a student has three or more prior violations or refused to participate in other outlined measures.</p> <p>Enforcement for Staff and Visitors Consequences for employees who violate the tobacco use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property or leave the premises. Law enforcement officers may be contacted to escort the person off the premises or cite the person for trespassing if the person refuses to leave the school property.</p> <p>Opportunities for Cessation The administration will consult with the county health department and other appropriate health organizations to provide students and employees with information and access to support systems, programs and services to encourage them to abstain from the use of tobacco products.</p> <p>Prevention Education The administration will consult with appropriate health organizations to identify and provide programs or opportunities for students to gain a greater understanding of the health hazards of tobacco use and the impact of tobacco use as it relates to providing a safe, orderly, clean and inviting school environment. The administration will insure, per G.S. 115C-81.a3.11, that the North Carolina Healthful Living Education Standard Course of Study for grades K-9 be taught using sequential, age appropriate, current, accurate, evidenced based curricula and a skills based approach (involving students in active "hands on" learning experiences).</p> <p>Procedures for Implementation The administration will develop a plan for communicating the policy that may include information in student and employee handbooks, announcements at school-sponsored or school-related events, and appropriate signage in buildings and around campus. An enforcement protocol, which identifies consequences for students, staff and visitors who violate the policy, will be created and communicated to all students, staff and parents.</p>		
Legal Reference:	Adopted on: <i>(Date)</i> Revised on:	Page 2 of 2

School District	Legal References	Justification includes safety	Justification includes environmental hazard	Justification includes positive role model	Justification includes authority	Tobacco use prohibited by student, staff, school visitor	Tobacco use prohibited in any building, facility, vehicle, lease rented or chartered	Tobacco use prohibited at any school sponsored or school related event on or	Tobacco use prohibited at any school sanctioned group using facilities,	Tobacco use allowed as instructional or research conducted or supervised by faculty but no one can smoke chew	Appropriate definition	Signage	Enforcement for Students	Enforcement for Staff and Visitors	Opportunities for Cessation	Prevention Education	Procedures for Implementation
Homer Center	None listed	Yes	Yes	Yes	No	Yes	Not clear reads no student...	No	No	No	Yes	No	Yes	Yes	Yes	No	No
Freeport Area	SC PA Title 22 SC510, 12.150, 3.5 of Act 68 (1988) Act 145 (1996)	Yes	No	Yes	Yes, but does not reference it directly	Yes all broken out	May designate 50 feet from bldgs, stadiums, bleachers	No	No	No	Yes	No	Yes	Yes	No	No	eludes to it but not included
Leechburg	PA Code Title 22 Sec 403.1, 20 USC Sec 7181 et seq, 35 PS 1223.5	No	No	No	No	Not rely	May designate 50 feet from any student entrance	Yes	Yes	No	Yes	No	No	Not really	No	No	No
Indiana	Title 2 Sec 12.3, SC 510, PA Code Title 22 Sec 12.3	Yes	Yes	No	No	Not rely	Only students	Only students	Only students	No	Yes	Just Smoking	No	Not really	No	No	No
Blairsville-Saltsburg	Act 146 of 1996	Yes	Yes	No	No	Not really	Not clear reads no student...	No	No	No	Yes	No	Yes	Not really	No	No	No
Purchase Line Apollo-Ridge	Act 128 of 2000	No	No	No	Act 128 Requires	Yes	Yes	No	No	No	No	No	No	Not really	No	No	No
Marion Center	None listed	No	No	No	No	Yes	Yes	No	No	No	No	Some but not on grounds	No	Not really	Wellness program	No	No
Armstrong Penns Manor Apollo-Ridge	None Listed	Yes	Yes	No	No	Yes	Yes	Yes	No	No	Yes	No	No	Not really	No	No	eludes to it but not included



MODEL POLICY FOR A SMOKEFREE UNIVERSITY

August 2006

ABC University Smokefree Policy

ABC University is committed to providing a healthy, comfortable, and productive environment for the students, faculty, and staff of this campus.

The 2006 U.S. Surgeon General's Report, *The Health Consequences of Involuntary Exposure to Tobacco Smoke*, has concluded that (1) secondhand smoke exposure causes disease and premature death in children and adults who do not smoke; (2) children exposed to secondhand smoke are at an increased risk for sudden infant death syndrome (SIDS), acute respiratory problems, ear infections, and asthma attacks, and that smoking by parents causes respiratory symptoms and slows lung growth in their children; (3) exposure of adults to secondhand smoke has immediate adverse effects on the cardiovascular system and causes coronary heart disease and lung cancer; (4) there is no risk-free level of exposure to secondhand smoke; (5) establishing smokefree workplaces is the only effective way to ensure that secondhand smoke exposure does not occur in the workplace, because ventilation and other air cleaning technologies cannot completely control for exposure of nonsmokers to secondhand smoke; and (6) evidence from peer-reviewed studies shows that smokefree policies and laws do not have an adverse economic impact on the hospitality industry. (U.S. Department of Health and Human Services. *The Health Consequences of Involuntary Exposure to Tobacco Smoke: A Report of the Surgeon General*. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2006.)

Numerous studies have found that tobacco smoke is a major contributor to indoor air pollution, and that breathing secondhand smoke (also known as environmental tobacco smoke) is a cause of disease in healthy nonsmokers, including heart disease, stroke, respiratory disease, and lung cancer. The National Cancer Institute determined in 1999 (Monograph #10) that secondhand smoke is responsible for the early deaths of approximately 53,000 Americans annually.

Based on a finding by the California Environmental Protection Agency in 2005, the California Air Resources Board has determined that secondhand smoke is a toxic air contaminant, finding that exposure to secondhand smoke has serious health effects, including low birth-weight babies; sudden infant death syndrome (SIDS); increased respiratory infections in children; asthma in children and adults; lung cancer, sinus cancer, and breast cancer in younger, premenopausal women; heart disease; and death.

According to the U.S. Environmental Protection Agency, there is no safe level of exposure to secondhand smoke.

The Americans With Disabilities Act, which requires that disabled persons have access to public places and workplaces, deems impaired respiratory function to be a disability.

The U.S. Surgeon General has determined that the simple separation of smokers and nonsmokers within the same air space may reduce, but does not eliminate, the exposure of nonsmokers to secondhand smoke.

The U.S. Centers for Disease Control and Prevention has determined that the risk of acute myocardial infarction and coronary heart disease associated with exposure to tobacco smoke is non-linear at low doses, increasing rapidly with relatively small doses such as those received from secondhand smoke or actively smoking one or two cigarettes a day, and has warned that all patients at increased risk of coronary heart disease or with known coronary artery disease should avoid all indoor environments that permit smoking.

In light of these findings, ABC University shall be entirely smokefree effective _____ [date].

The Smokefree Policy applies to all ABC University facilities and vehicles, owned or leased, regardless of location. Smoking shall not be permitted in any enclosed place, including private residential space within university housing. Smoking shall also not be permitted in the seating areas of outdoor arenas, stadiums, and amphitheaters, or in bleachers and grandstands used for spectators at sporting and other public events. Smoking shall only occur at a reasonable distance of _____ [*recommended 10-20*] feet outside entrances, operable windows, and ventilation systems of enclosed areas where smoking is prohibited, so as to insure that tobacco smoke does not enter those areas. This policy applies to all students, faculty, staff, and visitors.

Copies of this policy shall be distributed to all faculty and staff and shall be included with information given to all admitted students. Announcements shall also be printed in campus newspapers to insure that everyone understands the policy. No Smoking signs shall be posted at all building entrances. No ashtrays shall be provided at any location on campus. Cigarettes shall not be sold on university grounds, either in vending machines, the student union, or any area on campus.

This policy is being announced three months prior to its implementation in order to give smokers time to adapt to its restrictions and to facilitate a smooth transition to a smokefree environment. On-site smoking cessation programs shall be made available to assist and encourage individuals who wish to quit smoking. Questions and problems regarding this policy should be handled through existing departmental administrative channels and administrative procedures.

The success of this policy will depend on the thoughtfulness, consideration, and cooperation of smokers and nonsmokers. All students, faculty, and staff share in the responsibility for adhering to and enforcing this policy.

Signature of Chief Administrator

Date: _____

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