

POLICY TITLE: Use of Tobacco Products		
ADOPTION/EFFECTIVE DATE:	MOST RECENTLY AMENDED: 12/3/2007	MOST RECENTLY REAFFIRMED: 4/22/2002
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: District Management		

I. Purpose

The purpose of this policy is to establish that use of tobacco products in any form is prohibited on the property of the Harford County Public Schools at all times.

II. Definitions

- A. Tobacco means products derived in the tobacco plant that are smoked, chewed, sniffed or otherwise consumed.
- B. School property means any building or land owned or leased by the Harford County Public School system/Board of Education.
- C. School day means 12:00 a.m. to 11:59 p.m. of each day of the calendar year.

III. Policy Statement

- A. The use or possession of tobacco products by any person is prohibited on the property or in or about the buildings of the Harford County Public Schools during the school day which (as defined herein) means all day of each day of the year.
- B. With respect to students who violate this rule, the following disciplinary procedure shall be followed.
 - 1. 1st offense
 - a. The school administrator will schedule a required conference with the parent/guardian during which the student, parent and administrator will discuss the violation.
 - b. The student shall receive a one-day suspension.

- c. The student shall attend a one-session one hour tobacco education awareness program offered or approved by the Harford County Health Department.
 - d. The student shall provide appropriate documentation of completion of the tobacco education program.
 - e. Failure to attend or successfully complete the tobacco education program shall result in the student receiving an additional four-day suspension.
2. 2nd offense
- a. The school administrator will schedule a required conference with the parent/guardian during which the student, parent and administrator will discuss the violation.
 - b. The student shall receive a five-day suspension.
 - c. The student shall attend a three-session (six hour) tobacco education awareness program offered or approved by the Harford County Health Department.
 - d. The student shall provide appropriate documentation of completion of the tobacco education program.
 - e. Failure to attend or successfully complete the tobacco education program shall result in the student receiving an additional five-day suspension.
3. 3rd offense
- a. The student shall receive a ten-day suspension from school and a referral to the Superintendent of Schools for further disciplinary action. The Superintendent of Schools shall, thereafter, determine the extent of any additional suspension in her discretion.

Board Approval Acknowledged By:

Patricia L. Skebeck, Secretary and Treasurer
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Reaffirmed	3/10/1980	Amended	6/9/1997		
Amended	1/8/1990	Reaffirmed	4/22/2002		
Amended	6/11/1990	Amended	12/3/2007		
Amended	6/10/1996				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: Patrick P. Spicer, Esquire		JOB POSITION OF LAST EDITOR/DRAFTER: General Counsel
PERSON RESPONSIBLE: Stephen C. Lentowski		JOB POSITION OF PERSON RESPONSIBLE: Director of Student Services
DESIGNEE NAME:		JOB POSITION OF DESIGNEE:
REFERENCE 1 TYPE:	REFERENCE 1 NO.	REFERENCE 1 DESCRIPTION:
REFERENCE 2 TYPE:	REFERENCE 2 NO.	REFERENCE 2 DESCRIPTION:
REFERENCE 3 TYPE:	REFERENCE 3 NO.	REFERENCE 3 DESCRIPTION:
REFERENCE 4 TYPE:	REFERENCE 4 NO.	REFERENCE 4 DESCRIPTION:
REFERENCE 5 TYPE:	REFERENCE 5 NO.	REFERENCE 5 DESCRIPTION:
POLICY NUMBER PRIOR TO NOVEMBER 1, 2005:		