

SECTION 5: COMPLIANCE AND ENFORCEMENT

PROGRESSIVE DISCIPLINE FOR STUDENTS

Progressive discipline is highly recommended for tobacco and e-cigarette policy violations. Progressive discipline means that disciplinary procedures start with less punitive consequences and become more punitive with each violation during a school year.

In addition to progressive discipline, it is recommended that education and referral to cessation resources be included in disciplinary consequences. Tobacco and e-cigarette use is often more than a disciplinary issue; in many cases, it is also an addiction. Research shows that adolescents can quickly become dependent on nicotine.¹¹

There are many disciplinary strategies that can be utilized in a progressive discipline approach. The appropriate combination should be determined at the division level to match the division's unique needs.

Note that a verbal warning is not listed for students because every student violation of the tobacco- and e-cigarette-free policy should be referred for disciplinary action. Additionally, the response to all violations should include a search for tobacco products, e-cigarettes, and related materials, followed by immediate confiscation of those products and related equipment.

Below is a list of strategies that can be incorporated into a progressive discipline plan. Schools/divisions must decide how quickly to heighten the consequences for students in violation of the school tobacco and e-cigarette policy. Schools can consider modifying their discipline policy depending on the age of the student. For example, middle and elementary schools may choose stronger consequences for first offenders since incidents are less frequent and a strong disciplinary action may have greater impact.

FIRST OFFENSE:

- Parent/guardian notification by telephone or written communication
- Conference with student
- Educational session with school nurse, counselor, or school-based health center staff (group or individual), including referral to cessation services (see pages 20-21)

SECOND OFFENSE:

- Immediate removal for remainder of school day (required pick up by parent/guardian)
- Conference with student and parent
- Individual counseling session with school nurse or counselor, including referral to cessation services and No Use at School Plan (see pages 32-33)

THIRD OFFENSE OR MORE:

- In-school or out-of-school suspension (1-3 days)
- Counseling session with school nurse or counselor, including mandatory referral to cessation services
- Required school or community service