

SECTION 5: COMPLIANCE AND ENFORCEMENT

PROGRESSIVE DISCIPLINE FOR STUDENTS AND STAFF

PROGRESSIVE DISCIPLINE FOR STUDENTS

Progressive discipline is highly recommended for tobacco 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 be included in disciplinary consequences. Tobacco use is often more than a disciplinary issue; in many cases, it is also an addiction issue. Research shows that adolescents can quickly become dependent on nicotine.¹¹

There are many discipline strategies that can be utilized in a progressive discipline approach. The right 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-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 policy. Schools can consider modifying their discipline policy depending on the level 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:

- Referral to school counselor or nurse for educational interview (see the Educational Interview Guide on page 24)
- Parent/guardian notification by telephone and/or written communication
- Student or parent/student conference with school administrator
- Referral to school counselor or nurse, tobacco education class or cessation resources (see Free Quit Resources on page 17)
- Online, individual or group tobacco education course (see Free Quit Resources on page 17)
- Academic assignments focusing on the effects of tobacco use (see Progressive Discipline Assignments for Students on page 26)
- School or community service, such as cleanup of grounds
- In-school suspension
- Detention (lunch or after school)

SECOND OFFENSE:

- Immediate removal from school – parent required to pick up the student from school
- Parent/student conference with school administrator or school counselor to develop action plan to prevent further violations
- Referral to student court (if available)



- School or community service (more hours)
- Monetary fine

THIRD OFFENSE:

- Disciplinary hearing
- Revision of plan to prevent further violations, including commitment to seek cessation support for behavior change
- Longer community service commitment or in-school suspension
- Out-of-school/division suspension

PROGRESSIVE DISCIPLINE FOR STAFF

The first violation for staff can be addressed with a warning and encouragement to talk with a health care provider about their tobacco or e-cigarette use. As noted above, tobacco use is an addiction, and staff who use tobacco products may develop health problems as a result. It is strongly recommended that all staff violators be provided with information on cessation and nicotine addiction treatment options available to them in the community.

After the first offense, staff violations should be subject to disciplinary action as they would be for any other school policy violation. Staff must be expected to adhere to the policy.

SECTION 5: COMPLIANCE AND ENFORCEMENT

PROGRESSIVE ENFORCEMENT WITH PARENTS AND VISITORS

The first step in enforcing the policy with parents and visitors is to gently but assertively inform them about the policy. Many parents and visitors who use tobacco products or e-cigarettes on school property or at school events are either unaware of the policy or have forgotten about the policy. In these cases, a gentle verbal reminder is all that is needed to obtain compliance (see Section 4, Communication, on page 9 as well as the communication resources on pages 20-23 for suggestions about how to remind parents and other visitors).

When parents or other visitors are unwilling to comply with a request to refrain from tobacco or e-cigarette use on campus or at events, schools need to have a plan in place for appropriate enforcement. Examples include a parent who refuses to stop smoking while waiting in his or her car to pick up a student or an attendee at a sporting event who refuses to stop smoking.

Here is a suggested progressive enforcement plan for parents and campus visitors who do not respond to a simple verbal request to refrain from using tobacco products or e-cigarettes on school property:

FIRST VIOLATION: Make a clear statement about the need for visitors to comply with the school's policy, including a reason for the policy. (See Sample Statements for Visitor Enforcement on page 23)

SECOND VIOLATION: Inform the visitor of the policy again. Suggest that the visitor leave the school campus or event if they want to continue smoking, chewing, or using their e-cigarette device. Let them know that they will be required to leave if they continue to violate the policy.

THIRD VIOLATION: Ask security personnel or a school administrator to escort the visitor off campus or away from the school event.

At the point that a visitor needs to be escorted off campus, and they resist leaving, law enforcement may need to be called in to support school personnel.

SECTION 6: CESSATION AND SUPPORT

FREE QUIT RESOURCES

Because nicotine dependence can start early in an adolescent's use of tobacco products, cessation resources should be offered to the student beginning at the first offense.

No one can be forced to quit. Quitting is a choice that must be made by a tobacco user, whether student or staff. Research has shown that most teen smokers do want to quit but have been unsuccessful in their previous attempts.¹²

New methods of cessation support using media that youth use most often, like texting and the Internet, are now available. Online support, telephone counseling and text messages can all provide valuable support for teens who would like help with quitting.

FREE CESSATION RESOURCES FOR STUDENTS AND ADULTS

- **Quit Now Virginia Tobacco Cessation Services**

Quit Now Virginia is a free program to help adults and youth prepare for and successfully quit a tobacco addiction. The program offers many resources for individuals attempting to quit including:

Quitting Aids – The program helps individuals decide what type, dose and duration of nicotine substitute or other medication is right for them and teaches individuals how to use it to ensure it will work.

Quit Guide – The program includes an easy-to-use workbook that individuals can reference in any situation to help them stay with their Quitting Plan.

Quit Coach® – Individuals are matched with expert support and assistance to help them quit tobacco.

Web Coach® – Individuals are given access to a private, online community where they can complete activities, watch videos, track progress, and join in discussions with others in the program.

Text2QuitSM – Finally, this text message feature allows individuals to connect with Quit Coaches®, interact with Web Coaches®, learn to use medications correctly, manage urges, and avoid relapse directly from their mobile phone.

Visit www.quitnow.net/virginia or call (1-800-784-8669) to enroll.

- **Freedom From Smoking®**

The American Lung Association's Freedom From Smoking® clinic includes eight classroom sessions that help individuals work a step-by-step plan for quitting smoking. The sessions are organized to help smokers learn more about their addiction and help them gain control over their behavior. For more information, call 1-804-HCA-CARE.

- **Smokefree Teen**

www.Teen.Smokefree.gov

This site is a joint project of the U.S. Department of Health & Human Services, National Institutes of Health, National Cancer Institute (NCI), and USA.gov. It features teen images and language, and offers text messages, quizzes, comics, live chat with an NCI counselor, links to state quit lines, and more.

- **SmokefreeTXT**

<http://Smokefree.gov/SmokeFreeTxt>

Text START to 47848 to get started

SmokefreeTXT is a mobile text messaging service designed for adults and young adults across the United States who are trying to quit smoking. The program was created to provide 24/7 encouragement, advice, and tips to help smokers quit smoking and stay quit.

- **My Last Dip**

www.MyLastDip.com

This site is sponsored by Oregon Research Institute and offers free quitting support to smokeless tobacco users.

- **EX**

<http://www.BecomeAnEX.org/>

EX is a free quit-smoking program by Legacy, a national non-profit helping people live longer, healthier lives. Working in partnership with Mayo Clinic, a world leader in quitting smoking, Legacy developed the EX Plan and BecomeAnEX.org to show people how to re-learn life without cigarettes and quit for good. It is a free personalized program.

- **Quitter in You**

<http://www.quitterinyou.org/>

The “Quitter in You” campaign combines a web site, a variety of public service announcements, and a wealth of personalized tools and support from the American Lung Association. The campaign aims to empower people trying to quit smoking by recognizing that past attempts to quit are not failures, but normal and necessary steps along the way to quitting for good.

RESOURCES

EXAMPLES OF TOBACCO-FREE SCHOOL SIGNAGE

For signage resources, contact info@247CampaignVA.com or visit 247CampaignVA.com/signage.

WELCOME TO OUR
**TOBACCO-FREE
SCHOOL**

NO **SMOKING.
VAPING.
DIPPING.**



THIS SCHOOL PROHIBITS THE USE OF ALL
TOBACCO PRODUCTS & E-CIGARETTES:
EVERYWHERE. BY EVERYONE. AT ALL TIMES.

12X18"
ALUMINUM SIGNS

WELCOME TO OUR
**TOBACCO-FREE
SCHOOL**




NO **SMOKING.
VAPING.
DIPPING.**

THANK YOU FOR
YOUR COOPERATION.

8X8"
WINDOW DECALS

WELCOME TO OUR
**TOBACCO-FREE
SCHOOL**

NO **SMOKING.
VAPING.
DIPPING.**



THIS SCHOOL PROHIBITS THE USE OF ALL TOBACCO
PRODUCTS & E-CIGARETTES: EVERYWHERE.
BY EVERYONE. AT ALL TIMES.

NEED HELP QUITTING? Call 1-800-784-8669
for free resources & support.



24X36"
LAMINATED INDOOR POSTERS



SAMPLE LETTER TO PARENTS

Dear Parents,

Since (date), the (name of school division) School Board has had a tobacco-free school policy in place. This policy prohibits all tobacco and e-cigarette use by everyone, everywhere on campus, at all times, including school events after regular school hours. This policy also prohibits students from bringing tobacco products and electronic cigarette (e-cigarettes) use by everyone, everywhere on campus, at all times, including on and off-site school related events after regular school hours. [Note: Tailor this sentence to your division's policy.] A copy of the policy is attached.

The School Board put this policy in place for three reasons:

- **Help Students Be Tobacco-Free:** Youth spend a great deal of their time at school and school events. Allowing the use of tobacco products and e-cigarettes on campus implies school approval of such use. Keeping tobacco and e-cigarettes off campus means students don't see their friends and adults using tobacco, which helps make tobacco use less socially acceptable. They also have less access to tobacco products and e-cigarettes.
- **Provide A Safe Environment For Students And Staff:** Breathing secondhand smoke can make others sick. It can trigger an asthma attack or worsen breathing problems. Staff and visitors smoking on campus or at school events place others at risk. We want to keep our schools healthy for everyone.
- **Comply With Federal And State Legislation And Regulations:** Federal and state law prohibit smoking in elementary, intermediate, and secondary schools. Additionally, state law directs school boards to develop policies prohibiting the use of e-cigarettes on a school bus, school property, or at school-sponsored activities.

Tobacco-free schools provide positive role modeling for students. Schools are a place where children develop lifelong behaviors, and we are committed to ensuring smoking or chewing tobacco and/or using an e-cigarette is not one of these behaviors.

We have placed signs about the policy on all school campuses. We will also make announcements at school events to remind people that tobacco and e-cigarette use is not allowed at these events or on school property.

There are many helpful resources for teens or adults in our community who use tobacco and want to quit. Virginia funds a free telephone Quitline, 1-800 QUIT-NOW (1-800-784-8669), that anyone can use at no charge. Teens can receive online and texting support from the Quitline and at www.teen.smokefree.gov.

We appreciate your help in supporting this policy. If you have questions or comments about the policy, please call the principal at your child's school at _____.

Sincerely,



SAMPLE SCHOOL-SPONSORED EVENT ANNOUNCEMENTS

School-sponsored events, such as athletic events, concerts, and theater performances, are an opportunity for students, staff and community members to have fun and celebrate student talent while not being exposed to secondhand smoke or seeing tobacco use. We encourage school division staff to use these events to remind students, staff, and school supporters that the division has a tobacco-free school policy in place – one that prohibits tobacco and e-cigarette use anywhere on campus, at any time, by anyone. Regular announcements at athletic games, concerts, performances, and other events are a simple and effective strategy for getting the message across, especially when used in combination with signage and information in event brochures.

EFFECTIVE USE OF ANNOUNCEMENTS

Advocates and school staff provide the following suggestions for using announcements to effectively communicate a tobacco-free school policy:

- Positive, pro-health announcement: Announcements should be positive – reminding visitors that the policy exists to protect the health of students.
- Provide at least four announcements: For example, at the beginning of the game, end of the first quarter, halftime, and end of the third quarter – to ensure everyone is aware of the policy.
- Youth participation: Invite student clubs and organizations to create and make the announcements.

The following are sample announcements you can modify and use at your school-sponsored athletic events. These are easily adaptable for other events, such as concerts and theater performances:

15 SECONDS: For the safety of our students, (name of school division) is proud to have a 100 percent tobacco-free school policy. At this time, we would like to remind our home fans and visitors that the use of tobacco products or electronic cigarettes during tonight's sporting event is strictly prohibited. We appreciate your support and would like to thank you for keeping our school and stadium tobacco-free. Enjoy the game!

15 SEGUNDOS: Para la seguridad de nuestros estudiantes (nombre del distrito escolar) se enorgullece de tener una política escolar de 100% libres de tabaco. En este tiempo, quisiéramos recordarles a nuestros aficionados de casa y a los visitantes que el uso de cualquier producto de tabaco durante el acontecimiento deportivo de esta noche se prohíbe estrictamente. Apreciamos su apoyo y quisiéramos darles las gracias por mantener nuestra escuela y nuestro estadio libre de tabaco. ¡Gocen el juego!

15 SECONDS: About 6,900 Virginia kids under 18 become new smokers each year. That is one reason why (name of school division) schools have a 100% tobacco-free school policy. Tobacco and e-cigarette use of any kind is strictly prohibited on all school property – including in and around the stadium and parking lots. Thank you for your support and for helping us keep our students tobacco-free.

15 SEGUNDOS: Como 6,900 niños de Virginia con menos de 18 años de edad se convierten en fumadores cada año. Esta es una de las razones porqué las escuelas del (nombre de distrito escolar) tienen una política escolar de 100% libres de tabaco. El uso de tabaco de cualquier tipo está prohibido estrictamente en toda la propiedad escolar – incluyendo dentro y alrededor del estadio y de los estacionamientos. Gracias por su apoyo y por ayudarnos a mantener a nuestros estudiantes libres de tabaco.



15 SECONDS: Tobacco kills more than 1,200 Americans every day. Eighty percent of them started smoking before they were 18. This is one reason why (name of school division) schools are 100 percent tobacco-free. We would like to remind our visitors and fans that tobacco and e-cigarette use of any kind during tonight's game is prohibited. Thank you for your support, and enjoy the game!

15 SEGUNDOS: El tabaco mata a más de 1,200 americanos todos los días. Ochenta por ciento de ellos comenzaron a fumar antes de que tuvieran 18 años de edad. Esta es una de las razones porqué las escuelas del (nombre de distrito escolar) tienen una política escolar de 100 % libres de tabaco. Quisiéramos recordarles a nuestros visitantes y aficionados que el uso de tabaco de cualquier tipo durante el juego de esta noche está prohibido. ¡Gracias por su apoyo y goce el juego!

30 SECONDS: Hey, fans! Did you know that tobacco use is the number one cause of preventable death in Virginia? Every year more than 9,000 people in our state die from the use of tobacco products – more than those who die from AIDS, alcohol, traffic accidents, illegal drugs, murder and suicide combined. This is one reason why (name of school division) schools are 100 percent tobacco-free. This means no tobacco or e-cigarette use anytime, by anyone, anywhere on campus – including stadiums and parking lots. We appreciate your support, and thank you for keeping our school and stadium tobacco-free. Enjoy the game!

30 SEGUNDOS: ¡Hola aficionados! ¿Sabían ustedes que el uso de tabaco es la causa número uno de muerte evitable en Virginia? Cada año más de 9,000 personas en nuestro estado mueren por el uso de productos de tabaco – más que aquellos que mueren de SIDA, alcohol, accidentes de tráfico, drogas ilegales, asesinato y suicidio combinadas. Esta es una de las razones porqué las escuelas del (nombre del distrito escolar) tienen una política escolar de 100% libres de tabaco. Esto significa nada de tabaco en cualquier tiempo, por cualquier persona, dondequiera en el campus – incluyendo estadios y estacionamientos. Apreciamos su apoyo y les damos las gracias por mantener nuestra escuela y nuestro estadio libre de tabaco. ¡Goce el juego!



SAMPLE STATEMENTS FOR VISITOR ENFORCEMENT

- "Pardon me, you must not realize that our school division has a tobacco-free school policy in place – this means no tobacco or electronic cigarette use anywhere on campus, at any time, by anyone. Our school board passed the policy to protect students, staff and school visitors from secondhand smoke, and to create a healthy and positive environment for students. We ask that everyone comply with the policy. Thank you for your cooperation."
- "I'm sorry, but I must ask you to comply with our school division's tobacco-free policy by putting out your cigarette. The aim of our policy is to protect our students, staff, and school visitors from secondhand smoke, and to model healthy behavior for all students. Thank you for your cooperation."
- "Excuse me, I must ask you to put away your chewing tobacco. We have a tobacco-free school policy in place on our campus. We ask that everyone – including staff and visitors – refrain from using any tobacco products until they leave the campus. I appreciate your cooperation."
- "We need to ask all visitors to comply with our school's tobacco-free schools policy. Our goal is to model healthy behaviors to our students and to protect students, staff and visitors from secondhand smoke. Thank you for your help."
- "Our students, staff, and the PTA agree that the best way to create a healthy, positive environment for our students is to ask everyone to comply with our tobacco-free policy. We appreciate your help by putting away your chewing tobacco/cigarette/e-cigarette now."
- "You may not have noticed our signs indicating that the school is tobacco-free. If you wish to smoke/chew, you are welcome to leave the grounds and come back when you are finished. Thank you."
- "Our tobacco-free school policy extends to school events off school property. To keep our message consistent, please do not use tobacco of any kind during this event. Thanks for your cooperation."



EDUCATIONAL INTERVIEW GUIDE

Time: 30-45 minutes, can be conducted in three, 10- to 15-minute sections

Who: School Nurse, School Counselor, Health Educator, School-based Health Center Counselor or other support personnel

Objectives:

1. Student will increase knowledge about harmful effects of tobacco use.
2. Student will increase motivation to quit.
3. Student will quit or reduce use of tobacco products.
4. Student will stop using tobacco products on school property or at school events.

Note:

Use these principles of Motivational Interviewing to assist the student to motivate him or herself to change the behavior:

- Show empathy.
- Point out discrepancies, from a neutral point of view, between the behavior and other values, goals or behaviors.
- Go along with resistance; don't oppose the student.
- Avoid arguments so that a deadlock doesn't result.
- Listen for and reinforce "change talk," comments that indicate a desire, ability, reason, and need to change behavior and a commitment to do so.
- Support self-confidence in the student's abilities; draw attention to past successes and recent achievements.

Outline of The Meeting

- Establish rapport with the student.
- Allow student to express his or her own ideas about tobacco use.
- Allow student to explore his or her ideas about changing the behavior or not doing so.
- Inform the student about resources for quitting if he or she is considering quitting or is ready to quit.
- Address the need to respect school policy. Help the student make a plan for how to stay out of trouble, while furthering the student's own goals.

Suggestions for The Meeting:

Establish rapport and find out what the student is interested in:

- What are you involved in?
- What kinds of things do you enjoy?
- What are your goals after you finish high school? What would you like to do/be in the future? Does this include smoking?

Inquire about student's knowledge about tobacco

- What do you know about tobacco?

Learn about the student's tobacco use

- What do you like about smoking/chewing?
- What, if anything, don't you like about smoking/chewing?
- About how often do you smoke/chew?
- How many times in the last week/month?



If One-time Event:

- Discuss decision making: Choices affect you now and later
- Discuss addiction: How using tobacco leads to addiction; explain the adolescent brain is especially susceptible to chemicals because it's still developing; show picture of how nicotine affects the brain
- Discuss immediate effects of tobacco use:
 - Get in trouble at school or home
 - Smoking may stain your teeth and turn your fingers yellow
 - Friends might not like it, especially boy/girlfriend
 - Impacts lung function and athletics
 - Other
- Discuss long-term effects of tobacco use. (For more information about the health effects of smoking, visit the CDC's website at http://www.cdc.gov/tobacco/basic_information/health_effects/index.htm)
- If regular or addicted tobacco user:
 - At what age did you start using?
 - Where do you get tobacco?
 - Who do you know who uses tobacco (want to find out if family members, close friends are using tobacco)?
 - What are the reasons you use tobacco?
- Get insight into other ways they could address the situation/ their needs without using tobacco. This may lead to making a referral to help students deal with stress, academic or addiction issues that might otherwise have been overlooked. If tobacco use is part of how a student copes with stress, the school counselor can help the student figure out alternative coping strategies. Be sure to prepare the school counselor or nurse for such referrals.

What do you know about smoking/chewing? Engage in a conversation, adding this information:

- Ask a question about prevalence here. "What percent of high school students use tobacco?" Get their perception. Then tell the student the actual number, 11% or about one in ten, and probe why he or she thinks it is more than it is.¹³ Discuss how perceptions aren't always reality. You could bring in advertising and smoking in the movies, the way the health effects are not demonstrated.
- Most smokers become addicted when they are a teen.
- More than a third of all kids who ever try smoking a cigarette become regular, daily smokers before leaving high school.¹⁴

Where are you with the idea of quitting?

- If not interested in quitting: What do you need to do so that you can respect school policy and not use tobacco during school and at school events?
 - Complete "Getting Through the School Day Without Tobacco Plan" (see page 27-28)
- If in contemplation, preparation, or action state of quitting, reinforce importance for change and the student's belief in his or her ability to make a change in tobacco use.
 - Go online together to Teen.Smokefree.gov or
 - Go on line to www.quitnow.net/virginia or call the Quitline together, 1-800 QUIT NOW (1-800-784-8669) or
 - Refer to cessation class or school counselor, nurse, or school-based health center for more support.

Identify next step

- Set date for the student to check in with you or ask the student to check in after they have completed the actions identified.
- Set up a procedure for the student to check in with you about how he or she is doing with no use at school and/ or other objectives.



PROGRESSIVE DISCIPLINE ASSIGNMENTS FOR STUDENTS

MIDDLE SCHOOL

1. Do activities at Teen.smokefree.gov:

- Quizzes: Students can take up to six quizzes and print results for documentation
- Support text messages: Student can print screen showing that he/she has registered to receive text messages to support quitting tobacco

2. Community Service Project:

- Community service at health fair distributing information

3. Research and write or present a report on one of the following subjects:

- How many preventable deaths are caused in the Virginia, the U.S., and worldwide due to tobacco?
- What are the ingredients in cigarettes and their other uses?
- What are 10 harmful effects of smoking tobacco?
- How does tobacco affect the environment?
- How much do tobacco companies spend on advertising in the U.S. and in Virginia every day, every year? How much do they pay for an ad?

4. Calculate how much tobacco/cigarettes cost per week, month and year for themselves and for a pack-a-day user. What else could be purchased with that money each year?

5. Find a print ad for a tobacco product and answer these questions in writing (basic deconstruction questions):

- Whose message is this? Who created or paid for it? Why?
- Who is the "target audience"? What are the clues (words, images, sounds, etc.)?
- What is the ad doing to persuade you to use the product?
- What part of the story is not being told?

HIGH SCHOOL

1. Community Service Project:

- Volunteer at hospital or senior center with patients who have lung problems
- Volunteer with the American Lung Association or American Cancer Society
- Volunteer in a dental office

2. Interview someone who has used tobacco for at least 10 years, and write answers to these questions:

- When and why did you start using tobacco?
- Have you tried to stop? What happened?
- How has using tobacco affected you?
- How has your tobacco use impacted your family?
- What would you like to tell me about using tobacco?

3. Interview a family member of someone who died from tobacco use, and write up what you learned.

4. Call insurance companies, and ask how premiums change for a tobacco user vs. nonuser.

5. Research and write or present a report on one of the following subjects:

- Life expectancy for a tobacco user vs. nonuser
- How tobacco affects the environment
- Other countries' laws around tobacco use, use rates, and death rates
- Products that contain nicotine, other than cigarettes; find out why there is such a variety of products
- New "spitless" tobacco products, their packaging, and their health effects

6. Attend an adult smoking cessation class (if one exists locally).

7. Attend a tobacco control coalition/alliance meeting (if this exists locally).

8. Take a fitness test or evaluation.

9. Select a fact sheet at www.tobaccofreekids.org or www.legacyforhealth.org, and write down at least three facts and why they are of interest to you.



GETTING THROUGH THE SCHOOL DAY WITHOUT TOBACCO

A NO TOBACCO USE AT SCHOOL PLAN FOR STUDENTS

Student Name: _____ Date: _____

WHEN DO YOU HAVE CRAVINGS FOR TOBACCO?	WHEN DO YOU USE TOBACCO AT SCHOOL?
<input type="checkbox"/> before school	<input type="checkbox"/> before school
<input type="checkbox"/> during lunch	<input type="checkbox"/> during lunch
<input type="checkbox"/> after school	<input type="checkbox"/> after school
<input type="checkbox"/> with my friends: which one(s): _____	<input type="checkbox"/> with my friends: which one(s): _____
<input type="checkbox"/> during classes: which one(s)? _____	<input type="checkbox"/> during classes: which one(s)? _____
<input type="checkbox"/> when I am bored	<input type="checkbox"/> when I am bored
<input type="checkbox"/> during passing periods: which one(s)? _____	<input type="checkbox"/> during passing periods: which one(s)? _____
<input type="checkbox"/> other: _____	<input type="checkbox"/> other: _____

A. My plan:

- 1. Use Nicotine Replacement Therapy (NRT) during the school day: patch, gum or lozenges.**

The NRT must be stored in the nurse's office. You can get it from the nurse as needed/prescribed.

2. Distract myself from cravings:

- Keep my hands busy:
- Text a friend
 - Draw
 - Help a teacher grade/clean
 - Have a healthy snack or drink water
 - Listen to music
 - Take deep breaths
 - Go for a walk
 - Positive self-talk
 - Chew gum
 - Other _____
 - Other _____



GETTING THROUGH THE SCHOOL DAY WITHOUT TOBACCO

A NO TOBACCO USE AT SCHOOL PLAN FOR STUDENTS

3. I will change my routine:

Hang out with friends who don't smoke during times when I usually smoke at school

Take a different route to classes

Not hang out in known smoking areas

Other _____

Other _____

4. I will find support:

Tell friends that I have decided not to use at school

Find a friend to talk to when I have a craving

Hang out with friends who don't smoke

Talk to a teacher or staff member who cares about me

Visit the school-based health center to get support

Other _____

Student Signature

Nurse/Counselor Signature



CHAPTER 326

An Act to amend and reenact § 22.1-279.6 of the Code of Virginia and to amend the Code of Virginia by adding a section numbered 22.1-79.5, relating to electronic cigarettes in public elementary and secondary schools. [H 484]

Approved March 27, 2014

Be it enacted by the General Assembly of Virginia:

1. That § 22.1-279.6 of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding a section numbered 22.1-79.5 as follows:

§ 22.1-79.5. Policy regarding electronic cigarettes.

Each school board shall develop and implement a policy to prohibit the use of electronic cigarettes on a school bus, on school property, or at a school-sponsored activity.

§ 22.1-279.6. Board of Education guidelines and model policies for codes of student conduct; school board regulations.

A. The Board of Education shall establish guidelines and develop model policies for codes of student conduct to aid local school boards in the implementation of such policies. The guidelines and model policies shall include, but not be limited to, (i) criteria for the removal of a student from a class, the use of suspension, expulsion, and exclusion as disciplinary measures, the grounds for suspension and expulsion and exclusion, and the procedures to be followed in such cases, including proceedings for such suspension, expulsion, and exclusion decisions and all applicable appeals processes; (ii) standards, consistent with state, federal and case laws, for school board policies on alcohol and drugs, gang-related activity, hazing, vandalism, trespassing, threats, search and seizure, disciplining of students with disabilities, intentional injury of others, self-defense, bullying, the use of electronic means for purposes of bullying, harassment, and intimidation, and dissemination of such policies to students, their parents, and school personnel; and (iii) standards for in-service training of school personnel in and examples of the appropriate management of student conduct and student offenses in violation of school board policies.

In accordance with the most recent enunciation of constitutional principles by the Supreme Court of the United States of America, the Board's standards for school board policies on alcohol and drugs and search and seizure shall include guidance for procedures relating to voluntary and mandatory drug testing in schools, including, but not limited to, which groups may be tested, use of test results, confidentiality of test information, privacy considerations, consent to the testing, need to know, and release of the test results to the appropriate school authority.

In the case of suspension and expulsion, the procedures set forth in this article shall be the minimum procedures that the school board may prescribe.

B. School boards shall adopt and revise, as required by § 22.1-253.13:7 and in accordance with the requirements of this section, regulations on codes of student conduct that are consistent with, but may be more stringent than, the guidelines of the Board. School boards shall include, in the regulations on codes of student conduct, procedures for suspension, expulsion, and exclusion decisions and shall biennially review the model student conduct code to incorporate discipline options and alternatives to preserve a safe, non-disruptive environment for effective teaching and learning.

C. Each school board shall include in its code of student conduct prohibitions against hazing and profane or obscene language or conduct. School boards shall also cite in their codes of student conduct the provisions of § 18.2-56, which defines and prohibits hazing and imposes a Class 1 misdemeanor penalty for violations, that is, confinement in jail for not more than 12 months and a fine of not more than \$2,500, either or both.

D. Each school board shall include in its code of student conduct, by July 1, 2014, policies and procedures that include a prohibition against bullying. Such policies and procedures shall be consistent with the standards for school board policies on bullying and the use of electronic means for purposes of bullying developed by the Board pursuant to subsection A.

Such policies and procedures shall not be interpreted to infringe upon the First Amendment rights of students and are not intended to prohibit expression of religious, philosophical, or political views, provided that such expression does not cause an actual, material disruption of the work of the school.

E. A school board may regulate the use or possession of beepers or other portable communications devices and laser pointers by students on school property or attending school functions or activities and establish disciplinary procedures pursuant to this article to which students violating such regulations will be subject.

F. Nothing in this section shall be construed to require any school board to adopt policies requiring or encouraging any drug testing in schools. However, a school board may, in its discretion, require or encourage drug testing in accordance with the Board of Education's guidelines and model student conduct policies required by subsection A and the Board's guidelines for student searches required by § 22.1-279.7.

G. The Board of Education shall establish standards to ensure compliance with the federal Improving America's Schools Act of 1994 (Part F-Gun-Free Schools Act of 1994), as amended, in accordance with § 22.1-277.07.

This subsection shall not be construed to diminish the authority of the Board of Education or to diminish the Governor's authority to coordinate and provide policy direction on official communications between the Commonwealth and the United States government.

H. Each school board shall include in its code of student conduct a prohibition on possessing electronic cigarettes on a school bus, on school property, or at a school-sponsored activity.

2. That each school board shall update its policies and code of student conduct to comply with the provisions of this act by July 1, 2015

ABOUT Y STREET AND THE VIRGINIA FOUNDATION FOR HEALTHY YOUTH

Y Street

Y Street is the Virginia Foundation for Healthy Youth's award-winning teen volunteer initiative for high school students. Since 2004, more than 7,500 Virginia high school teens have been trained as youth activists and have united under the common cause of deglamorizing tobacco use and promoting healthy lifestyles. For more information, visit www.YStreet.org.

Virginia Foundation for Healthy Youth

Established by the Virginia General Assembly in 1999, the Virginia Foundation for Healthy Youth is responsible for statewide efforts to prevent and reduce youth tobacco use and childhood obesity. Since the Foundation began its work in 2001, high school smoking in Virginia has been cut more than in half and the number of middle school smokers has dropped by more than 70 percent. For more information, visit www.vfhy.org.

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