



## Smoke, Tobacco and Vapour Free Environment

### Administrative Procedure 8.68

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#### Board Governance Policy Cross Reference:

**Legal Reference:** Bill 25, the Non-Smokers Health and Vapour Products Protection Amendment Act

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**Date Adopted:** February 2014

**Date Amended:** May 2018

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The Evergreen School Division Board of Trustees recognizes the harmful effects of tobacco use, smoking (tobacco or simulated products) and vaping on users and bystanders/ observers. Further, the Division recognizes its responsibilities to provide a healthy environment.

In line with the Non-Smokers Health Protection Amendment Act, it is the Division's policy that all properties of the Division, including buildings, grounds and vehicles, are to be smoke, tobacco and vapour free environments for employees, students and visitors.

Therefore, the use of personal smoking devices including cigarettes, cigars, pipes, e – cigarettes, water pipes, vape pipes, hookahs and other similar products and devices is prohibited.

Exceptions are made for

- classroom demonstrations of anti-smoking educational programs,
- the traditional use of tobacco that is considered a part of Aboriginal culture.

#### **GUIDELINES**

1. The Division will inform all students, staff, volunteers, and visitors to a school of **8.68 Smoke, Tobacco and Vapour Free Environment** procedure.
2. All employees of the Division shall be responsible for informing contracted employees, vendors or visitors of **8.68 Smoke, Tobacco and Vapour Free Environment** procedure.
3. All employees of the Division shall be responsible for helping to keep buildings, grounds, and divisional vehicles and vehicles on school properties smoke, tobacco and vapour free.
4. For staff, failure to comply with the procedure may result in:
  - a verbal reminder being issued
  - a written reminder being issued

- learning opportunities re: tobacco use/smoking
  - engaging in restitution
  - suspension without pay
  - termination of employment
5. For students, failure to comply with the procedure may result in:
- a verbal reminder
  - a written reminder
  - a written reminder copied to parent/guardian
  - learning opportunities re: tobacco use/smoking
  - counseling
  - in-school suspension, letter to parent
  - out-of-school suspension letter to parent
  - other follow-up, consistent with restitution and the student code of conduct
6. Students will be encouraged to make healthy choices, which will be identified and supported via the health curriculum.