

SAFETY PROGRAM

The Board is concerned with the safety of all students, employees and members of the school community present on District property and at all District-sponsored events at other sites. The Board directs the administration to develop a safety program, which is reviewed on an annual basis.

The Superintendent/designee has responsibility for the safety program of the District and develops written procedures to comply with all applicable Federal and State laws and regulations.

The practice of safety is also a part of the instructional plan of the District through educational programs. The educational program includes instruction in traffic and pedestrian safety, fire prevention, in-service training and emergency procedures appropriately geared to students at different grade levels.

All staff are encouraged to participate in the safety practices of the District by providing recommendations that ensure a safe environment for all.

[Adoption date: May 18, 2006]

LEGAL REFS.: Public Employment Risk Reduction **Program Act**; ORC 4167.01 et seq.
ORC 2744
3313.60; 3313.643
3707.26
3737.73
OAC 3301-35-06

CROSS REFS.: EA, Support Services Goals
EEAC, School Bus Safety Program
GBE, Staff Health and Safety
IGAE, Health Education
JHF, Student Safety

THIS IS A REQUIRED POLICY

REPORTING OF HAZARDS

The Board is concerned with the safety of students and staff and, therefore, complies with all Federal and State laws and regulations to protect students and staff from known hazards that pose an immediate risk to health and safety.

Toxic Hazards

Toxic hazards exist in chemicals and other substances used in the school setting such as in laboratories, science classrooms, kitchens and in the cleaning of rooms and equipment.

The Superintendent appoints an employee to serve as the District's Toxic Hazard Preparedness (THP) officer. The THP officer:

1. identifies potential sources of toxic hazards in cooperation with material suppliers who supply the THP officer with ~~material~~ safety data sheets (~~M~~SDS);
2. ensures that all incoming materials, including portable containers, are properly labeled with the identity of the chemical, the hazard warning and the name and address of the manufacturer or responsible party;
3. maintains a current file of ~~M~~SDS for every hazardous material present on District property;
4. designs and implements a written communication program that:
 - A. lists hazardous materials present on District property;
 - B. details the methods used to inform staff and students of the hazards and
 - C. describes the methods used to inform contractors and their employees of any hazardous substances to which they may be exposed and of any corrective measures to be employed;
5. conducts a training program **in compliance with State and Federal law** for all District employees to include such topics as detection of hazards, explanation of the health hazards to which they could be exposed in their work environment and the District's plan for communication, labeling, etc. and
6. establishes and maintains accurate records for each employee at risk for occupational exposure including name, Social Security number, hepatitis B vaccine status, results of exams, medical testing and follow-up procedures for exposure incidents and other information provided by and to health care professionals.

In fulfilling these responsibilities, the THP officer may enlist the aid of county and municipal authorities and others knowledgeable about potential toxic hazards.

Asbestos Hazards

In its efforts to comply with the Asbestos Hazard Emergency Response Act, the Public Employment Risk Reduction Act **Program** (PERRAP) and the Asbestos Abatement Contractors Licensing Act, the Board recognizes its responsibility to:

1. inspect all District buildings for the existence of asbestos or asbestos-containing materials;
2. take appropriate action based on the inspections;
3. establish a program for dealing with friable asbestos, if found;
4. maintain a program of periodic surveillance and inspection of facilities or equipment containing asbestos and
5. comply with EPA regulations governing the transportation and disposal of asbestos and asbestos-containing materials.

The Superintendent appoints a person to develop and implement the District's Asbestos-Management Program, which ensures proper compliance with Federal and State law and the appropriate instruction of staff and students.

The Superintendent also ensures that, when conducting asbestos abatement projects, each contractor employed by the District is licensed pursuant to the Asbestos Abatement Contractors Licensing Act.

Occupational Exposure Training

All employees with occupational exposure are required to participate in a training program at the time of their initial assignment to tasks where occupational exposure may occur.

Follow-up training for employees is provided one year after their initial training. Additional training is provided when changes such as modifications of tasks and procedures or institution of new tasks and procedures affect employees' occupational exposure.

A record of attendance at occupational exposure training is completed and maintained by the THP officer following each training session. These records are maintained for three years from the date of the training.

Records Availability

All records required to be maintained are made available upon request for examination and copying by the employee, employee representatives and under the provisions of PERRAP. Medical records, however, are not made available to employee representatives or other persons without written consent of the employee.

Other Conditions Injurious to the Safety or Health of Building Occupants

In addition to the reporting of toxic hazards, the Board directs the Superintendent/designee to comply with all board of health inspections to ensure that conditions injurious to the safety or health of persons on District property are minimized.

During a board of health inspection, each building principal/designee provides:

1. access to the building and grounds during regular school hours;
2. a record of inspections of the school grounds and buildings for dangerous and recalled products;
3. any records or other information the board of health considers necessary to evaluate the health and safety of the school and
4. a representative who accompanies the sanitarian during the course of the inspection, with advance notice from the board of health.

Liability Disclaimer

Nothing in this policy should be construed in any way as an assumption of liability by the Board for any death, injury or illness that is the consequence of an accident or equipment failure or negligent or deliberate act beyond the control of the Board or its officers and employees.

[Adoption date: May 18, 2006]

[Re-adoption date: December 10, 2007]

[Re-adoption date: February 22, 2010]

LEGAL REFS.: 29 CFR 1910.1030

Asbestos School Hazard Abatement Act; 20 USC 4011 et seq.

Asbestos Hazard Emergency Response Act; 15 USC 2641 et seq.

Comprehensive Environmental Response, Compensation and Liability Act;
42 USC 9601 et seq.

ORC 3313.643; 3313.71; 3313.711

3707.26

4113.23

4123.01 et seq.

Public Employment Risk Reduction ~~Act~~ **Program**; ORC 4167.01 et seq.

CROSS REFS.: EB, Safety Program

EBBC, Bloodborne Pathogens

EBC, Emergency/Safety Plans

ECG, Integrated Pest Management

GBE, Staff Health and Safety

BLOODBORNE PATHOGENS

Staff and students incur some risk of infection and illness each time they are exposed to bodily fluids or other potentially infectious materials. While the risk to staff and students of exposure to body fluids due to casual contact with individuals in the school environment is very low, the Board regards any such risk as serious.

Consequently, the Board directs adherence to universally recognized precautions. Universally recognized precautions require that staff and students approach infection control as if all direct contact with human blood and body fluids is known to be infectious for HIV, HBV, HCV and/or other bloodborne pathogens.*

To reduce the risk to staff and students by minimizing or eliminating staff exposure incidents to bloodborne pathogens, the Board directs the Superintendent to develop and implement an exposure control plan. This plan must be reviewed and updated at least annually in accordance with Federal law.

The plan includes annual in-service training for staff and students; first-aid kits in each school building and each student transportation vehicle; correct procedures for cleaning up body fluid spills and for personal cleanup.

Training is followed by an offer of immunization with hepatitis B vaccine for all staff who are required to provide first aid to students and/or staff. The vaccine is also offered to all staff who have occupational exposure as determined by the administrator.

[Adoption date: May 18, 2006]

[Re-adoption date: February 28, 2011]

LEGAL REFS.: 29 CFR 1910.1030

ORC 3707.26

Public Employment Risk Reduction **Program Act**; ORC 4167.01 et seq.

CROSS REFS.: EBBA, First Aid

EBC, Emergency/Safety Plans

GBEA, HIV/AIDS (Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome) (Also JHCCA)

JHCC, Communicable Diseases

* Bloodborne pathogens are pathogenic microorganisms that are present in human blood and can cause disease in humans. These include, but are not limited to, hepatitis B virus (HBV), hepatitis C virus (HCV) and human immunodeficiency virus (HIV).

THIS IS A REQUIRED POLICY

EMERGENCY/SAFETY PLANS
(Administrative Rules/Protocols)

The Board directs the Superintendent/designee to prepare and maintain comprehensive emergency/safety plans and administrative rules/protocols regarding the topics listed below. The rules/protocols are kept in the central office and produced during board of health inspections.

Administrative Rules/Protocols

1. A list of dangerous or recalled products.
2. Radon rules or protocols including evidence that each school has been built radon resistant or has been tested for radon within the past five years.
3. An asbestos management plan including evidence of inspection for asbestos within three years, evidence of periodic surveillance within the past six months and a copy of the yearly written notice to the public referencing asbestos inspection and the availability of the asbestos management plan for review.
4. A schoolwide safety or crisis management plan, which provides a protocol for responding to any emergency events and a protocol providing for immediate notification to the appropriate fire department and board of health in the event of any spill or release of a hazardous substance on school grounds.
5. Guidance regarding bloodborne pathogen risk reduction.
6. Procedures for administering medications to students.
7. A written comprehensive safety plan addressing:
 - A. safety management accountabilities and strategies;
 - B. safe work practices;
 - C. accident analysis procedures;
 - D. job safety analysis procedures;
 - E. safety committees and employee involvement strategies;

- F. employee safety and health training;
 - G. treatment of sick or injured workers;
 - H. safety and health hazard audits;
 - I. ergonomics;
 - J. transportation safety;
 - K. identification and control of physical hazards;
 - L. substance abuse;
 - M. school violence prevention and
 - N. personal protective equipment.
8. A written chemical hygiene plan, which sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting employees and students from the health hazards of chemicals in the school.
 9. ~~Material~~ Safety data sheets for every hazardous chemical used in each school building or on the school grounds for cleaning, maintenance or instruction. (These must be kept where the chemicals are stored in addition to the main office of each building.)
 10. Protocols on staff and student hand washing.
 11. No-smoking signs.
 12. The District's integrated pest management policy.
 13. Protocols for using automated external defibrillators (AEDs).
 14. Protocols for responding to in-school crises, including student crime, suicide, death of a student or employee, acts of violence (including bomb threats and school intruders), trauma, accidents and/or terrorism.
 15. Protocols for the management of students with life-threatening allergies.

(Approval date: February 28, 2011)

EMERGENCY CLOSINGS

The Superintendent may close the schools, dismiss students early or delay the opening of schools in the event of hazardous weather, other emergencies that threaten the safety or health of students or staff members, ~~or~~ law enforcement emergencies **or other circumstances where the Superintendent determines a closure, dismissal or delay is necessary**. It is understood that the Superintendent takes such action only after consultation with transportation and ~~weather~~ **other necessary** authorities.

~~In the event that the Superintendent/designee shortens the school day by no more than two hours due to hazardous weather, either at the beginning or the end of the given school day, that day will not be designated a calamity day.~~

Parents, students and staff members are informed early in each school year of the method of notification in the event of emergency closings or early dismissals.

~~Prior to September 1 of each year, the Board adopts a resolution specifying a contingency plan under which the students make up days the schools were closed because of calamity days. These make up days are beyond the number of calamity days provided for by law.~~

~~The contingency plan cannot in any way conflict with the collective bargaining agreement.~~

[Adoption date: May 18, 2006]

[Re-adoption date: March 24, 2008]

[Re-adoption date: February 22, 2010]

[Re-adoption date: November 22, 2011]

[Re-adoption date: March 26, 2012]

[Re-adoption date: November 19, 2012]

LEGAL REFS.: ORC 3313.48; ~~3313.481~~; 3313.482; ~~3313.88~~
3317.01
~~OAC 3301.35-06~~

CROSS REFS.: EBC, Emergency/Safety Plans
IC/ICA, School Year/School Calendar
ID, School Day

CONTRACT REFS.: Teachers' Negotiated Agreement
Support Staff Negotiated Agreement

THIS IS A REQUIRED POLICY

EMERGENCY CLOSINGS

~~In accordance with State law, the District may choose to make up missed calamity days via online lessons. A plan for online lessons must be submitted to the Ohio Department of Education (ODE). The plan must include:~~

- ~~1. the number of days the District plans to make up via online lessons (maximum of three);~~
- ~~2. a statement requiring each classroom teacher to develop enough lesson plans to cover the number of makeup days specified in the plan;~~
- ~~3. a statement requiring the District to make the lessons available to students on the District's website as soon as practicable after school closure;~~
- ~~4. a statement granting students a two week period from the date of posting to complete the lesson;~~
- ~~5. a statement specifying that teachers will grade the online lessons in the same manner as other lessons and that students may receive an incomplete or failing grade if the lesson is not completed on time;~~
- ~~6. a statement allowing students to work on posted lessons at school after it reopens if the student does not have access to a computer at his/her residence. The District may provide the student access to a computer before, during or after the regularly scheduled school day, or may provide a substantially similar paper lesson. Students without access to a computer at home are granted two weeks from the date of reopening, rather than the date of posting, to complete the lesson and~~
- ~~7. a statement indicating whether the District will utilize blizzard bags in addition to posting classroom lessons online. Blizzard bags are paper copies of the online lessons. If the District uses blizzard bags, teachers must also prepare paper copies of the online lessons, and the Board's plan to ODE must specify the method of distributing the blizzard bags, which may include distribution by a set deadline or distribution prior to an anticipated school closure.~~

~~The District must also secure written consent of the teachers' union. The Board then submits the plan along with a copy of the teachers' union consent to ODE by the deadline specified under State law.~~

~~(Approval date:)~~

INTEGRATED PEST MANAGEMENT

The Board is committed to providing students with a safe learning environment free of pests, pesticides and other harmful chemicals through adoption of an Integrated Pest Management (IPM) policy. The goals of the District's IPM program are to:

1. provide the healthiest learning environment possible by preventing unnecessary exposure of students and staff to toxic pesticides;
2. promote safer alternatives to chemical pesticides while preventing economic and health damage caused by pests;
3. ensure that clear and accurate notification concerning the use of pesticides is given so that measures may be taken to prevent and address pest problems effectively without endangering the health of those within the school building and
4. reduce the need for reliance on chemical pesticides.

The Board directs the administration to develop regulations that detail cost-effective strategies that reduce the use of pesticides that pose health risks to students and staff. The regulations must include procedures for the identification of pests and conditions that attract pests, prevention and monitoring techniques, education and training, approved least toxic chemical use and prenotification of chemical use.

Parents of minor students, adult students and staff enrolled or employed at the school may request to receive prior notification of scheduled service visits by pesticide businesses in which pesticides may be applied, or of scheduled pesticide applications by licensed school employees.

In order to keep the facilities and grounds safe, the administration may investigate a variety of chemical and nonchemical methods that are designed to control pests effectively while minimizing potential exposure to students and staff.

[Adoption date: May 18, 2006]

[Re-adoption date: December 10, 2007]

[Re-adoption date: November 22, 2011]

LEGAL REFS.: Public Employment Risk Reduction Act **Program**; ORC 4167.01 et seq.
ORC 921.01; 921.06; 921.16; 921.18
OAC 901:5-11-14 and 5-11-15

CROSS REFS.: EB, Safety Program
EBA, Reporting of Hazards
EBC, Emergency/Safety Plans
GBE, Staff Health and Safety

SMOKING ON DISTRICT PROPERTY BY STAFF MEMBERS
(Version 1)

The Board is dedicated to providing a healthy, comfortable and productive environment for its staff, students and citizens. Health professionals have determined that smoking poses health hazards not only for the smoker, but for the nonsmoker as well.

Recognizing these health issues, the Board prohibits smoking in all District-owned, leased or contracted buildings and vehicles. The Board may designate legally compliant outdoor smoking areas.

The Board directs the Superintendent to educate all staff members concerning the mandate of this policy, as well as implementing, as appropriate, educational programming concerning smoking and, if needed, resources available to those who wish to discontinue their smoking habit.

A notice to this effect is posted at the entrance to all school buildings and in a visible place in all school vehicles.

[Adoption date: May 18, 2006]

[Re-adoption date: March 26, 2007]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Goals 2000: Educate America Act; 20 USC 6081 through 6084
ORC 3313.20
3794.01; 3794.02; ~~3794.03(F)~~; 3794.04; 3794.06
OAC 3301-35-02; 3301-35-05

CROSS REFS.: JFCG, Tobacco Use by Students
KGC, Smoking on District Property

THIS IS A REQUIRED POLICY

~~NO TOBACCO USE ON DISTRICT PROPERTY BY STAFF MEMBERS
(Version 2)~~

~~The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. The Board recognizes that staff and school visitors serve as role models to students and, therefore, adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.~~

~~For the purpose of this policy, “tobacco” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.~~

~~*(Permissive language)*~~

~~**For the purpose of this policy, electronic cigarettes are considered “tobacco.”**~~

Tobacco Use Prohibited

~~No staff member or volunteer is permitted to smoke, inhale, dip or chew tobacco at any time, including non-school hours:~~

- ~~— 1. — in any building, facility or vehicle owned, leased, rented or chartered by the District or~~
- ~~— 2. — on school grounds, athletic facilities or parking lots.~~

~~No staff member or volunteer is permitted to smoke, inhale, dip or chew tobacco at any time, including non-school hours, at any school-sponsored event off-campus.~~

Tobacco Advertisements and Promotions

~~Tobacco advertising is prohibited on school grounds, in all school-sponsored publications and at all school-sponsored events. Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters and other personal articles, are not permitted on school grounds, in school vehicles or at school-sponsored events.~~

Providing Notice to Staff

~~“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. District staff will be provided notice of this policy through staff handbooks. District vehicles will display the international “No Smoking” insignia.~~

Enforcement

~~Disciplinary measures taken against staff for violations of this policy comply with the requirements of State law, related District policies and regulations and/or the staff negotiated agreements.~~

~~Note: Disciplinary measures listed below are to serve as a model. They may need to be adjusted in order to comply with current District policies and employment contracts; however, it is imperative that a 100% tobacco free District policy is enforced through disciplinary measures. Alternative measures to consider include detentions, Saturday school, community service projects and tobacco cessation programs.~~

~~The following disciplinary actions shall be taken against District personnel found in violation of this policy:~~

- ~~———— 1st offense: — written reprimand placed in personnel file~~
- ~~———— 2nd offense: — three day suspension without pay~~
~~———— written reprimand placed in personnel file~~
- ~~———— 3rd offense: — five day suspension without pay~~
~~———— written reprimand placed in personnel file~~
~~———— termination recommendation made to the Board~~

Educational Reinforcement

~~Tobacco use prevention education shall is be closely coordinated with the other components of the school health program. Staff responsible for teaching tobacco use prevention education shall have adequate pre service training and participate in ongoing professional development activities to effectively deliver the education program.~~

Tobacco Education Program Resources

~~To search for local tobacco cessation programs, visit www.otpf.org.~~

~~[Adoption date: May 18, 2006]~~

~~[Re adoption date: March 26, 2007]~~

~~LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Goals 2000: Educate America Act; 20 USC 6081 through 6084
ORC 3313.20
3794.01; 3794.02; 3794.03(F); 3794.04; 3794.06
OAC 3301 35 02; 3301 35 05~~

~~CROSS REFS.: JFCG, Tobacco Use by Students
KGC, Smoking on District Property~~

~~*NOTE: This model policy and information is based on model policies for districts considering 100% tobacco-free campuses. It is provided by the Tobacco Public Policy Center for educational purposes only and is not to be construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. The Tobacco Public Policy Center provides legal information and education about tobacco and health, but does not provide legal representation. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.*~~

~~*Districts are required to have smoke free policies. This goes beyond and may be helpful to those districts choosing to go tobacco free.*~~

~~*When determining disciplinary measures, districts should check negotiated agreements and may need to seek the advice of legal counsel.*~~

~~*Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and are not subject to the same restrictions as other forms of tobacco or cigarettes. Districts who want to add e-cigarettes to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of e-cigarettes.*~~

SCHOOL YEAR/SCHOOL CALENDAR

The school calendar for the following school year is prepared by the Superintendent and presented to the Board for approval. The number of ~~days~~ **hours** scheduled for students meets or exceeds the requirements of State law.

The calendar sets forth the days **and hours** schools are in session, holidays, vacation periods, in-service training days, teacher orientation days and days of reports to parents.

In preparing the calendar, the Superintendent ~~consults with other administrators in districts in the geographical area.~~ He/She may provide opportunities for members of the staff to offer suggestions before recommending a calendar to the Board for final consideration and adoption.

In accordance with State law, prior to making any changes to scheduled days or hours, the Board works with career-technical schools in which any of the District's high school students are enrolled, and community schools and chartered nonpublic schools to which the District is required to transport students.

The number of hours in each school year that school is scheduled to be open for instruction will not be reduced from the number of hours per year school was open for instruction during the previous school year, unless the reduction is approved by a Board-adopted resolution.

At least 30 days before adoption, the Board holds a public hearing on the school calendar, addressing topics including the total number of hours in the school year, length of the school day, and beginning and end dates of instruction.

Activities listed on the official activities calendar are the only officially approved activities sanctioned by principals, the Superintendent and the Board. Activities that are not on this calendar and are omitted through oversight, lack of advanced planning by staff, athletic leagues or other outside groups, or for some other acceptable reason, may be added. Such requests must be approved by the Superintendent.

[Adoption date: May 18, 2006]

[Re-adoption date: January 28, 2008]

LEGAL REFS.: ORC 3313.48; ~~3313.481; 3313.482; 3313.483;~~ 3313.62; 3313.63
3317.01

CROSS REF.: EBCD, Emergency Closings

CONTRACT REF.: Teachers' Negotiated Agreement

THIS IS A REQUIRED POLICY

SCHOOL DAY

“School day” is defined as the time during a calendar day that a school is open for instruction pursuant to the Board-adopted schedule. It is the responsibility of the Board to establish the beginning and dismissal times at the various grade levels. ~~These hours satisfy the time requirements established by State law and State Board of Education regulations.~~

~~The administration is authorized to make minor changes in opening and closing times to facilitate the scheduling of transportation. Any major changes in schedules are subject to Board approval. The Ohio Administrative Code regulation for length of day must be followed.~~

[Adoption date: May 18, 2006]

LEGAL REFS.: ORC 3313.48; 3313.481; ~~3313.482~~
OAC ~~3301-35-06~~

CROSS REF.: EBCD, Emergency Closings

CONTRACT REF.: Teachers’ Negotiated Agreement

TOBACCO USE BY STUDENTS

(Version 1)

Health professionals have determined that the use of tobacco products can be detrimental to one's health. The Board wishes to encourage good health practices among the students of this District, as well as compliance with Federal and State law. Therefore, the Board prohibits the smoking, use or possession of tobacco in any form including, but not limited to, cigarettes, cigars, clove cigarettes, chewing tobacco, snuff and any other forms of tobacco by any student in any area or vehicle under the control of the District or at any activity supervised by any school within the District.

(Permissive language next paragraph only)

The Board prohibits the use or possession of electronic cigarettes by any student in any area or vehicle under the control of the District or at any activity supervised by any school within the District.

Students and parents are given copies of the standards of conduct and statement of disciplinary sanctions, and notified that compliance with the standards of conduct is mandatory. Disciplinary measures taken against students for violations of this policy comply with the requirements of State law and related District policies.

[Adoption date: May 18, 2006]

[Re-adoption date: March 26, 2007]

[Re-adoption date: August 25, 2008]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Goals 2000: Educate America Act; 20 USC 6081 through 6084
ORC 3313.66; 3313.661; 3313.751
3794.01; 3794.02; ~~3794.03(F)~~; 3794.04; 3794.06
OAC 3301-35-02; 3301-35-04

CROSS REFS.: JFA, Student Due Process Rights
JFC, Student Conduct (Zero Tolerance)
JGD, Student Suspension
JGE, Student Expulsion
Student Handbooks

THIS IS A REQUIRED POLICY

TOBACCO USE BY STUDENTS

(Version 2)

~~The Board has a duty to protect and promote the health and well being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. Therefore, the Board adopts this 100% tobacco free District policy to endorse a healthy lifestyle and prevent tobacco use.~~

~~For the purpose of this policy, “tobacco” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.~~

(Permissive language)

~~**For the purpose of this policy, electronic cigarette are considered “tobacco.”**~~

Tobacco Use Prohibited

~~No student is permitted to smoke, inhale, dip or chew tobacco at any time, including non-school hours:~~

- ~~— 1. — in any building, facility or vehicle owned, leased, rented or chartered by the District or~~
- ~~— 2. — on school grounds, athletic facilities or parking lots.~~

~~No student is permitted to smoke, inhale, dip or chew tobacco at any time, including non-school hours, at any school sponsored event off campus.~~

~~Additionally, no student is permitted to possess cigarettes, other tobacco products, papers used to roll cigarettes, lighters or other paraphernalia at any time.~~

Providing Notice

~~“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. Students are provided notice of this policy through student handbooks. District vehicles will display the international “No Smoking” insignia. Announcements will be made during home athletic events both before the event and during intermission, as well as at all school functions where deemed appropriate. School programs will include a written reminder of the no tobacco use on District property policy.~~

~~Students and parents are given copies of the standards of conduct and statement of disciplinary sanctions, and notified that compliance with the standards of conduct is mandatory.~~

Enforcement

Disciplinary measures taken against students for violations of this policy comply with the requirements of Federal and State law and related District policies and regulations. Specific measures are outlined in the Student Code of Conduct.

Note: Disciplinary measures listed below are to serve as a model. They may need to be adjusted in order to comply with current school policies and employment contracts; however, it is imperative that a 100% tobacco free District policy is enforced through disciplinary measures. Alternative measures to consider include detentions, Saturday school, community service projects and tobacco cessation programs.

The following disciplinary actions shall be taken against students found in violation of this policy:

- _____ 1st offense: _____ completion of a tobacco education program
- _____ 2nd offense: _____ three day in school suspension
- _____ 3rd offense: _____ five day in school suspension
_____ recommendation for expulsion

Educational Reinforcement

Tobacco use prevention education shall be is closely coordinated with the other components of the school health program. Staff responsible for teaching tobacco use prevention education shall have adequate pre-service training and participate in ongoing professional development activities to effectively deliver the education program. Preparation and professional development activities shall provide basic knowledge about the effects of tobacco use and effects of peer pressure on tobacco use combined with skill practice in effective instructional techniques and strategies and program specific activities.

[Adoption date: May 18, 2006]
[Re adoption date: March 26, 2007]
[Re adoption date: August 25, 2008]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
_____ Goals 2000: Educate America Act; 20 USC 6081 through 6084
_____ ORC 3313.66; 3313.661; 3313.751
_____ 3794.01; 3794.02; 3794.03(F); 3794.04; 3794.06
_____ OAC 3301 35 02; 3301 35 04

CROSS REFS.: JFA, Student Due Process Rights
_____ JFC, Student Conduct (Zero Tolerance)
_____ JGD, Student Suspension
_____ JGE, Student Expulsion
_____ Student Handbooks

NOTE: ~~This model policy and information is based on model policies for district considering 100% tobacco-free campuses. It is provided by the Tobacco Public Policy Center for educational purposes only and is not to be construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. The Tobacco Public Policy Center provides legal information and education about tobacco and health, but does not provide legal representation. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.~~

~~_____ Districts are required to have smoke free policies. This goes beyond and may be helpful to those districts choosing to go tobacco free.~~

~~*Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and are not subject to the same restrictions as other forms of tobacco or cigarettes. Districts that want to add e-cigarettes to the definition of tobacco in this policy, should review the provided permissive language. Districts may need to update postings and handbooks to reflect the restrictions on the use of e-cigarettes.*~~

~~*Disciplinary sanctions for tobacco use should be placed in the Student Code of Conduct.*~~

PREGNANT STUDENTS

The Board affirms the right of a pregnant student to continue her participation in the educational program.

As soon as the pregnancy is medically confirmed, the Board recommends that the student consult with a member of the student personnel staff or the principal to plan her educational program.

With the staff member involved, the student may elect any of the following educational plans or suggest alternatives.

1. She may remain in her present school program, with modifications as necessary until the birth of her baby is imminent or until her physician states that continued participation would be detrimental to her health or that of the baby.
2. When information has been obtained from the student's physician indicating that the student is unable to attend school, homebound instruction is available at school expense until her physician states that she is physically able to return to school.
3. With Board approval, she may temporarily withdraw from school and enroll in an approved educational program in which she can continue her education.

Efforts are made to ensure that the educational program of the student is disrupted as little as possible and that she receives health and counseling services, as well as instruction. Students under the age of 18 are still subject to compulsory education requirements. Students 18 or older are encouraged to return to school after delivery and complete requirements for graduation.

[Adoption date: May 18, 2006]

LEGAL REFS.: Education Amendments of 1972, Title IX; 20 USC 1681 et seq.
ORC 3321.01; 3321.04

CROSS REFS.: JB, Equal Educational Opportunities
JEA, Compulsory Attendance Ages

THIS IS A REQUIRED POLICY

SMOKING ON DISTRICT PROPERTY
(Version 1)

The Board is dedicated to providing a healthy, comfortable and productive environment for its staff, students and citizens. Health professionals have determined that smoking poses health hazards not only for the smoker, but for the nonsmoker as well.

Recognizing these health issues, the Board prohibits smoking in all District-owned, leased or contracted buildings and vehicles. The Board may designate legally compliant outdoor smoking areas.

(Permissive language next paragraph only)

~~The Board prohibits the use of electronic cigarettes in all District-owned, leased or contracted buildings and vehicles. These devices may be used in any Board-designated legally compliant outdoor smoking areas.~~

Citizens failing to comply with this policy are educated as to State law and the Board's policy on smoking. Persons refusing to extinguish smoking materials are directed to leave school property and may be fined by the Ohio Department of Health or its designees.

A notice to this effect is posted at the entrance to all school buildings and in a visible place in all school vehicles.

[Adoption date: May 18, 2006]

[Re-adoption date: March 26, 2007]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
ORC 3313.20; 3313.751
3794.01; 3794.02; ~~3794.03 (F)~~; 3794.04; 3794.06

CROSS REFS.: GBK, Tobacco Use on District Property by Staff Members
JFCG, Tobacco Use by Students
KGB, Public Conduct on District Property

THIS IS A REQUIRED POLICY

~~NO TOBACCO USE ON DISTRICT PROPERTY
(Version 2)~~

~~The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. The Board recognizes that staff and school visitors serve as role models to students and, therefore, adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.~~

~~For the purpose of this policy, “tobacco” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.~~

~~*(Permissive language)*~~

~~**For the purpose of this policy, electronic cigarettes are considered “tobacco.”**~~

Tobacco Use Prohibited

~~No volunteer or school visitor is permitted to smoke, inhale, dip or chew tobacco at any time, including non-school hours:~~

- ~~— 1. — in any building, facility or vehicle owned, leased, rented or chartered by the District or~~
- ~~— 2. — on school grounds, athletic facilities or parking lots.~~

Tobacco Advertisements and Promotions

~~Tobacco advertising is prohibited on school grounds, in all school-sponsored publications and at all school-sponsored events. Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters and other personal articles, are not permitted on school grounds, in school vehicles or at school-sponsored events.~~

Providing Notice

~~“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. District vehicles will display the international “No Smoking” insignia. Announcements will be made during home athletic events both before the event and during intermission, as well as at all school functions where deemed appropriate. School programs will include a written reminder of the no-tobacco use on District property policy.~~

Enforcement

Citizens failing to comply with this policy are educated as to State law and the Board's policy on smoking. Persons refusing to extinguish smoking materials are directed to leave school property and may be fined by the Ohio Department of Health or its designees.

(Permissive language—customize to reflect District procedures)

The following disciplinary actions shall ~~may~~ be taken against school visitors found in violation of this policy

_____ 1st offense: _____ verbal notification of the policy

_____ Multiple offenses: _____ removal from school property or, if off campus, removal
_____ from school activity

[Adoption date: May 18, 2006]

[Re adoption date: March 26, 2007]

LEGAL REFS.: ~~The Elementary and Secondary Education Act; 20 USC 1221 et seq.~~

_____ ~~Goals 2000: Educate America Act; 20 USC 6081 through 6084~~

_____ ~~ORC 3313.20~~

_____ ~~3794.01; 3794.02; 3794.03(F); 3794.04; 3794.06~~

_____ ~~OAC 3301 35 02; 3301 35 05~~

CROSS REFS.: ~~GBK, Tobacco Use on District Property by Staff Members~~

_____ ~~JFCG, Tobacco Use by Students~~

_____ ~~KGB, Public Conduct on District Property~~

*NOTE: _____ This model policy and information is **based on model policies for districts considering 100% tobacco-free campuses.** It is provided by the Tobacco Public Policy Center for educational purposes only and is not to be construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. The Tobacco Public Policy Center provides legal information and education about tobacco and health, but does not provide legal representation. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.*

_____ *Districts are required to have smoke free policies. This goes beyond and may be helpful to those districts choosing to go tobacco free.*

~~*Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and are not subject to the same restrictions as other forms of tobacco or cigarettes. Districts that want to add e-cigarettes to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of e-cigarettes.*~~

~~**THIS IS A REQUIRED POLICY**~~