

### SMOKING ON SCHOOL GROUNDS

- A. Students who are found smoking shall be subject to the following discipline:
1. For a first offense, any one of, combination of, or all of the following, as determined by the Principal:
    - a. Phone call to parent/guardian;
    - b. Letter to student file describing the incident;
    - c. Suspension (if combined with defiance to school official or refusal to extinguish burning tobacco) and/or referral to counselor for assistance in quitting.
  2. For a second offense, any one of, combination of, or all of the following, as determined by the Principal:
    - a. Phone call to parent/guardian;
    - b. Letter to student file describing the incident;
    - c. Suspension, referral to counseling, and required notification to parent/ guardian.
- B. Employees shall be prohibited from smoking anywhere in school district buildings and on school grounds. Employees who are found smoking shall be subject to the following discipline:
1. First offense: issuance of a verbal warning, documented in writing;
  2. Second offense: issuance of a written warning, with a copy placed in employee's personnel file. Third or more offense: written complaint to the local health department and appropriate documentation to the personnel file.
- C. Smoking is prohibited for all members of the Board, visitors, members of the public and all other persons in school buildings and on school grounds belonging to the Clinton Township Board of Education. Persons who are found smoking shall be subject to the following discipline:
1. First offense: verbal warning.
  2. Second offense: written warning. Third offense: written complaint to the local Board of Health.

Adopted:	July 26, 2010
Revised:	December 16, 2013
Review/Update:	December 2015
Readopted:	10/23/17