



Board Policy #461.0

Smoke-Free Environment

Document Integration Project Format

Policy Statement

The York Region District School Board believes that all students have the right to a safe and healthy learning environment. Through its mission, vision and values and in accordance with the *Smoke Free Ontario Act*, the Board therefore provides a working and learning environment which is free from tobacco smoke. Smoking or holding lit tobacco is therefore prohibited on Board property and in Board-operated buildings.

Application of Policy

This policy applies to all students, staff, trustees, contractors, parents, volunteers, permit holders and all other persons who are invited to or who work on Board property and in Board-operated buildings. In accordance with the *Smoke Free Ontario Act*, exceptions are made for the traditional use of tobacco that forms part of Aboriginal culture and spirituality (i.e. for traditional Aboriginal cultural or spiritual purposes).

Legislative Context

Education Act, Section 302(1)
Smoke Free Ontario Act

Definition

Board Property

Board property includes all administrative buildings of the Board, Board-operated buildings including schools as defined by the *Education Act*.

Department

Education and Community Services

Policy History

Approved 1996
Reviewed 2002
Revised 2007

It is the expectation of the York Region District School Board that all employees, students and persons invited to or visiting Board property; or partaking/volunteering in Board or school-sponsored events and activities will respect the policies and procedures of the Board. The term "parents" refers to both biological/adoptive parents and guardians in all Board policies and procedures.



Board Procedure #461.0 Smoke-Free Environment

Document Integration Project Format

This procedure supports the Smoke-Free Environment Policy and outlines how the school board will respond to individuals who do not act in accordance with the policy.

Responsibilities

York Region Health Services, Tobacco Control Officers shall:

- enforce the *Smoke Free Ontario Act (SFOA)*, including issuing tickets or laying charges and issuing summons to those individuals who are found smoking or holding lit tobacco on Board property;
- ensure that the Board and its properties are in compliance with the *SFOA*; and
- notify the school principal of offences that occur on school property beyond the school day.

All individuals on Board Property shall:

- not smoke or hold lit tobacco on Board property, in Board operated buildings or vehicles, or in vehicles parked on Board property.

Superintendents, Principals, and Managers shall:

- notify the Permit department of any violations by permit holders to the Smoke-Free Environment Policy.
- *for first-time offenders of the SFOA:*
 - give a warning;
 - notify offender of violation;
 - document incident;
 - review consequences of violation of the Smoke-Free Environment Policy and the Safe Schools Policy and of violation of section 9 (2) of the *SFOA* with the first-time offender;
 - issue a letter to offender; and
 - have the offender acknowledge receipt with their signature.
- *for second-time offenders of the SFOA:*
 - notify offender of violation;
 - document incident;
 - review consequences of violation of the Smoke-Free Environment Policy and the Safe Schools Policy and of violation of section 9 (2) of the *SFOA* with the second-time offender; and
 - complete a witness report and send all reports to York Region Health Services, Health Protection Division (*Note: For second-time student offenders less than 16-years of age, a summons is issued by York Region Health Services to the student and parent.*)

- *for repeat offenders (staff, public, non-students and trustees):*
 - follow the steps for second-time offenders; and
 - consult with the superintendent regarding suspension from duty of an employee who has violated the Smoke-Free Environment Policy more than twice.

All Board staff shall:

- in addition to the steps listed above, potentially be suspended from duty by the Board in accordance with the *Education Act* for repeat offences.

All Board staff may:

- report violations to the SFOA through a witness report to York Region Health Services; and
- be summoned as a witness if the matters goes to trial.

Department

Education and Community Services

Procedure History

Approved 1996

Revised 2007

It is the expectation of the York Region District School Board that all employees, students and persons invited to or visiting Board property; or partaking/volunteering in Board or school-sponsored events and activities will respect the policies and procedures of the Board. The term "parents" refers to both biological/adoptive parents and guardians in all Board policies and procedures.