

## Comprehensive Tobacco-Free School Policy Checklist

This checklist is to be used as a guide to update and/or create a comprehensive tobacco-free school policy. Presently, state statute 120.12(20) *prohibits all tobacco products on premises owned or rented by, or under the control of, a school board, except that the school board may allow the use of tobacco products on the premises owned by the school district and rented to another person for non-educational purposes.* However, school boards and districts have the authority to create stronger, more comprehensive policies. With the rise of e-cigarettes use among youth, creating comprehensive policies has never been more relevant to protecting youth from life-long nicotine addiction.

**Name and Title:**

**School District:**

**County:**

Does the policy...	Yes	No	If yes, where can it be found? <small>(for example, if the policy is in a student handbook, what page? Or if the policy is a part of a larger drug free school policy, where can the tobacco section be found?)</small>
Prohibit students in the district to possess, use, consume, display, promote or sell any tobacco product, tobacco-related device, imitation tobacco product, or electronic smoking device/e-cigarette/electronic nicotine device?			
Define student?			
Define tobacco product?			
Define tobacco-related device?			
Define imitation tobacco product?			
Define electronic smoking devices/e-cigarettes/electronic nicotine devices?			
Prohibit staff, administrators, or visitors of the district property to consume, use, display, promote, or sell any tobacco products, tobacco-related devices, imitation tobacco products, or electronic smoking device/e-cigarette/electronic nicotine device?			
Define staff?			
Apply at all times, 24 hours a day, seven days a week, 365 days a year?			
Define any time?			
Apply to all school property?			
Define school property?			
Apply at off-campus, school-sponsored events?			
Define off-campus, school-sponsored event?			
Outline a plan for enforcement?			
For students?			
For staff/administrators?			
For visitors?			

Prohibit soliciting or accepting any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer?			
Define tobacco industry?			
Define tobacco industry brand?			
Define tobacco products retailer?			

Additional policy provision:

Include an exception that allows for the use of tobacco for indigenous practices?			
Include an exemption for the use of tobacco products for limited educational practices?			
Include an exemption for FDA approved cessation products or tobacco dependence products?			

Program Evaluation:

Include a statement that outlines a plan for reviewing of the policy on a regular basis?			
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