



Book	Policy Manual
Section	300 Employees
Title	Tobacco
Number	323
Status	Active
Adopted	February 21, 2017

Purpose

The Board recognizes that tobacco presents a health and safety hazard that can have serious consequences for the user and the nonuser and the safety of the schools.

Definition

For purposes of this policy, **tobacco** includes a lighted or unlighted cigarette, cigar, pipe or other smoking product or material and smokeless tobacco in any form.[\[1\]](#)

Authority

The Board prohibits tobacco use by administrative, professional and support employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[\[1\]](#)[\[2\]](#)

The district shall annually notify employees about the Board's tobacco policy by distributing it through handbooks, newsletters, posted notices, and other efficient methods.[\[1\]](#)

Guidelines

The Superintendent or designee may report incidents involving the sale of tobacco to minors by employees on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report incidents of possession, use or sale of tobacco on school property to the Office for Safe Schools on the required form.[\[4\]](#)[\[8\]](#)

Legal	1. 35 P.S. 1223.5
	2. 20 U.S.C. 7183
	3. 24 P.S. 1302.1-A
	4. 24 P.S. 1303-A
	5. 22 PA Code 10.2
	6. 22 PA Code 10.22
	7. 18 Pa. C.S.A. 6305
	8. Pol. 805.1
	20 U.S.C. 7181 et seq