

Checklist for Model Comprehensive Tobacco-Free School Policy

Instructions: Review your school districts' current School Tobacco Policy and use the checklist below as a guide to determine where changes need to be made. Refer to the *Model Comprehensive Tobacco-Free School Policy* to assist your school district in achieving a comprehensive status for your School Tobacco Policy.

	1. The policy includes a statement explaining the rationale for the policy and definitions of tobacco and tobacco use.
	2. Tobacco is specifically named in the policy, not implied by prohibiting drugs (such as alcohol and other drugs).
	3. All components of the policy are effective at all times.
	4. All school buildings, grounds, campuses, housing, property (including vehicles/busses), are tobacco-free at all times.
	5. Students are prohibited from possessing and/or using tobacco products on school grounds or at school events on school district property.
	6. School staff is prohibited from using tobacco products on school grounds or at school events on school district property.
	7. Visitors are prohibited from using tobacco on school grounds or at school events on school district property.
	8. Wearing clothing or using other items that advertise or promote tobacco products is prohibited.
	9. Tobacco advertising and acceptance of gifts from the tobacco industry is prohibited.
	10. A plan to communicate the tobacco policy to all students, employees and visitors is outlined.
	11. An enforcement plan for students is outlined and provides cessation resource information.
	12. An enforcement plan for employees is outlined and provides cessation resource information.
	13. An enforcement plan for visitors is included.

