

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.

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| | 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 24 hours a day, 365 days per year. This includes all days when school is not in session. |
| | 4. All school buildings, grounds, campuses, housing, property (including vehicles/busses), whether owned or leased, are tobacco-free at all times. |
| | 5. Students are prohibited from possessing and/or using tobacco products on school grounds or at school events, whether on or off school district property. |
| | 6. School staff are prohibited from using tobacco products on school grounds or at school events, whether on or off school district property. |
| | 7. Visitors are prohibited from using tobacco at school events, both on and off school property. |
| | 8. Wearing clothing or using other items that advertise or promote tobacco products is prohibited. |
| | 9. The policy prohibits tobacco advertising and acceptance of gifts from the tobacco industry. |
| | 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. |

