

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

ADMINISTRATIVE REGULATION

**PROHIBITION OF SMOKING IN SCHOOL BUILDINGS AND ON SCHOOL PROPERTY
AND IMMEDIATE SURROUNDS**

The following regulations and procedures are established for monitoring, implementing and evaluating Board Policy 3515 Prohibition of Smoking in School Buildings and on School Property and Immediate Surrounds.

The building principal and/or designee shall be responsible for the implementation, supervision and evaluation of Policy 3515 and this accompanying administrative regulation.

Any staff member who believes that a smoking related violation has occurred shall report the matter as soon as possible to the principal or designee. Violators will be appropriately disciplined in accordance with the following enforcement penalties:

Students and staff are prohibited from smoking and from using smokeless tobacco in any school building or on school premises. Tobacco products and lighters are not allowed in school. The consequences for student noncompliance are as follows:

Violations by Students

First Offense: (IN BUILDING OR ON SCHOOL PROPERTY)

1. One (1) day suspension out-of-school
2. Pursuit of court-imposed fine pursuant to N.J.S.A. 26:3D-20
3. Written parent/guardian notification

Second Offense: (IN BUILDING OR ON SCHOOL PROPERTY)

1. Three (3) day suspension out-of-school
2. Pursuit of court-imposed fine pursuant to N.J.S.A. 26:3D-20 (only in building or school property)
3. Written parent/guardian notification
4. Referral to Student Assistance Counselor
5. Parent/student conference with counselor and administrator

Third Offense: (IN BUILDING OR ON SCHOOL PROPERTY)

1. Five (5) day suspension out-of-school
2. Pursuit of court-imposed fine pursuant to N.J.S.A. 26:3D-20
3. Written parent/guardian notification
4. Referral to Student Assistance Counselor
5. Parent/student conference with counselor and administrator

Further Offenses:

1. Parent/guardian conference with administration

2. Other consequences as directed by administration and counselor

Violations by Staff

First Offense:

1. Written notification to violator relative to subsequent violations

Second Offense:

1. Scheduled meeting with Principal
2. Verbal and/or written reprimand with written reprimand placed in personnel file.

Third Offense:

1. Written reprimand with written reprimand placed in personnel file

Further Offenses:

1. Violators subject to other discipline including, but not limited to recommendation to the Superintendent of Schools for insubordination and increment denial for subsequent school year and possible statutory fines pursuant to N.J.S.A. 26:3D-20 and other applicable statutes.

Cranford's comprehensive health curriculum includes instruction about the short-term and long-term negative psychological and social of tobacco use and refusal skills.

This Regulation Placed in Effect: April 11, 2005

Revised: February 5, 2008