

SECTION 8: COMPLIANCE AND ENFORCEMENT

PROGRESSIVE DISCIPLINE FOR VISITORS

The first step in enforcing the policy with parents and visitors is to gently but assertively inform them about the policy. Many parents and visitors who possess or use tobacco/nicotine products or e-cigarettes on school property/school events are either unaware of the policy or have forgotten about the policy. In these cases, a gentle verbal reminder is all that is needed to obtain compliance (see page 29 for suggestions on how to remind parents and other visitors). The verbal reminder should include information about the policy so that the visitor understands that in the future they need to ensure that tobacco/nicotine products and e-cigarettes are not brought to school property/school events in the first place.

When parents or other visitors are unwilling to comply with a request to refrain from tobacco/nicotine or e-cigarette use on campus or at events, schools need to have a plan in place for appropriate enforcement. Examples include a parent who refuses to stop smoking while waiting in his or her car to pick up a student or an attendee at a sporting event who refuses to stop using an e-cigarette.

Here is a suggested progressive enforcement plan for parents and campus visitors who do not respond to a simple verbal request to refrain from using tobacco products or e-cigarettes on school property:

FIRST VIOLATION: Make a clear statement about the need for visitors to comply with the school's policy, including a reason for the policy.

SECOND VIOLATION: Inform the visitor of the policy again. Suggest that the visitor leave the school campus or event if they want to continue smoking, chewing, or using an e-cigarette. Let them know that they will be required to leave if they continue to violate the policy.

THIRD VIOLATION: Ask security personnel or a school administrator to escort the visitor off campus or away from the school event.

At the point that a visitor needs to be escorted off campus, and they resist leaving, law enforcement may need to be called in to support school personnel.

NOTE: Never put yourself in a situation that you are uncomfortable with or makes you uneasy. Take a fellow staff member with you to address a visitor or, if you feel like a situation is escalating, ask for assistance from a security guard or local law enforcement.