



Colorado Military Academy

Tobacco and Electronic Nicotine Delivery System (ENDS) Free Policy

Within this policy, Colorado Military Academy shall be referred to as “CMA” and “School property”. The use of tobacco and/or Electronic Nicotine Delivery System (ENDS) by students, teachers, staff, and visitors in or on school property or at any student activity sponsored by CMA is prohibited. School property includes, but is not limited to, any building used for instruction, administration, support services, maintenance, or storage, the grounds surrounding those buildings if the school is authorized to exercise dominion and control over the grounds, and all vehicles used by the school for transporting students, workers, visitors, or other persons. The use of tobacco by students, teachers, staff, and visitors in or on “school property” or at any student activity sponsored by CMA is prohibited.

- A. The written policy prohibits use of all tobacco products on Colorado Military Academy (CMA) school property, including grounds, buildings, parking areas, school vehicles, and at any and all school-sponsored event(s) (on or off campus). “School property” also means all property owned, leased, rented or otherwise used or contracted for by a school including but not limited to the following:
 - 1. All indoor facilities and interior portions of any building or other structure used for children under the age of 18 for instruction, educational or library services, routine health care, daycare or early childhood development services, as well as for administration, support services, maintenance or storage. The term does not apply to buildings used primarily as residences.
 - 2. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
 - 3. All vehicles used by CMA for transporting students, staff, visitors or other persons.
 - 4. In compliance with federal and state laws, the use or the conspicuous possession or display of tobacco products by students while in or on school properties, or under the school's jurisdiction, or while participating in a school-sponsored event is prohibited.
 - 5. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
 - 6. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas. c. All vehicles used by the district for transporting students, visitors or other persons.
- B. The written policy defines tobacco to mean ALL forms of tobacco use.
 - 1. For purposes of this policy, the following definitions shall apply: Tobacco shall include cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, and all other kinds and forms of tobacco prepared in such manner as to be suitable for chewing, smoking, vaping by electronic nicotine device, or any combination.
 - a) Tobacco shall include cloves or any other product utilized for tobacco or nicotine. Tobacco means all kinds and forms of tobacco suitable for chewing, smoking, vaporizing, and any other product that is packaged for nicotine and tobacco use.
 - b) Tobacco does not include any product approved by the appropriate federal agency for use as a tobacco use cessation product.

2. For the purpose of this policy, "Use" means the lighting, chewing, smoking, inhaling, vaporizing, ingesting or application to the skin of any form of tobacco/nicotine product, other than food and drug administration approved devices.
- C. The written policy states that tobacco possession by a person under age 18 is against the law. In this policy, possession includes but is not limited to pockets, socks/shoes, undergarments, jackets, backpacks, purses, and any other object used to conceal devices.
 1. Possession of any tobacco product by a person under the age of 18 is also prohibited on school property.
 2. Possession of any tobacco products by a person under the age of 18 and/or by students is prohibited on school property or at any student activity sponsored by CMA.
 3. Possession of any tobacco product by a person under the age of 18 or by any student, regardless of age, is prohibited on school property.
- D. The written policy requires the posting of signs informing students, staff, and visitors of the law and consequences of violations.
 1. Signs regarding this prohibition and the consequences of a violation shall be displayed prominently on all school property. At a minimum, signage should be posted at all designated school entrances, parking lot entrances, main walkways, outside of main offices, auditoriums, gymnasiums, and athletic fields (particularly spectator areas).
 2. Signs that prohibit the use of tobacco in school parking lots and throughout the campus notify the public that smoking, chewing, vaporizing, or other use of tobacco products is prohibited in accordance with state law and CMA policy.
- E. The written policy applies to all students, staff and visitors and applies to all federally funded pre-K-12 schools, including nursery schools, childcare centers and Head Start programs.
 1. In order to promote the general health, welfare and well-being of students and staff, smoking, chewing, vaporizing, or any other use of any tobacco products by staff, students and members of the public is banned from all school property.
 2. Visitors observed violating this policy shall be asked to comply with the Tobacco Free School Policy.
 3. Repeat violators may be asked to leave the school property or school sponsored event (if not occurring on site at the school) to finish their tobacco product or extinguish/dispose of the tobacco product if they wish to remain on the property or at the event.
 4. Visitors who leave the premises in order to comply with the district policy will be allowed back on the property/to the event once the tobacco product is disposed of/extinguished/finished.
- F. The written policy identifies specific enforcement procedures and consequences for violating CMA school policies.
 1. Students who violate this policy shall be disciplined according to district policy. Disciplinary measures may include in school alternatives, revocation of privileges and exclusion from extracurricular activities.
 2. Repeated violations may result in suspension from school. In accordance with state law, no student shall be expelled solely for tobacco use.
 3. Any member of the general public considered by the superintendent or designee to be in violation of this policy will be instructed to leave school property and or CMA sponsored events.

4. Employees found to be in violation of this policy will be subject to appropriate disciplinary action.

For all violations staff members shall confiscate the tobacco product(s) and notify parents and administration of the violation. Law enforcement may be notified at administrator discretion.

The typical progression of violations of this policy is:

1st Offense – Education about the policy should be provided and students may be suspended out of school for up to one (1) day. Alternative to suspension opportunities may be considered by school administration. The device will be confiscated and will only be returned to parents upon request.

2nd Offense – Students may be suspended for up to three (3) days in or out of school. Alternative to suspension opportunities may be considered by school administration. The device will be confiscated.

3rd Offense – Students may be suspended up to five (5) days.

- G. The written policy includes a rationale for being tobacco-free.
 1. CMA believes that tobacco in the school environment is not conducive to good health. As an educational organization, CMA should provide both effective educational programs and a positive example to students concerning the use of tobacco.
 2. This policy is a result of the documented dangers of tobacco products combined with the school district's educational role in the community
- H. The written policy establishes a protocol for communicating both the policy and the rationale to all students.
 1. Announcements of school policy according to state law will be made over the PA system and during intermissions at sporting events, theater performances and other extra- curricular events.
 2. Reminders on parent permission slips and other written materials regarding off campus field trips.
 3. Written details in athletic participation contracts, as well as building (property) use contracts shall specify that tobacco use is prohibited at any and all school sponsored events.
 4. This policy will be published in all employee and student handbooks, posted on bulletin boards and announced in staff meetings.
 5. Patrons of public functions will be prohibited to use any tobacco products while on school grounds.
- I. The written policy includes language restricting items from school property that might contribute to tobacco use and acceptability (such as lighters, clothing with logos).
 1. Unacceptable Items that are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at CMA sponsored activities.
 2. Examples of these are: Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that: Refer to drugs, tobacco, alcohol, or weapons.
- J. The written policy includes provisions against accepting tobacco industry funds.

1. The district may seek and accept gifts, donations, sponsorships or grants of any kind, from any private or charitable sources or any government agency excluding tobacco companies and their subsidiaries, to meet the expenses required by this policy.
 2. Such funds shall be accounted for separately, and, to the extent that such funds are available, the district shall maintain and operate an educational program at each school to assist students, faculty, and staff to avoid or discontinue the use of tobacco.
- K. The written policy includes a requirement for tobacco prevention education for all students.
1. In accordance with state and federal law, CMA shall provide age-appropriate, drug, alcohol and tobacco education and prevention programs with an emphasis on abstinence from substance use/abuse by school-age children.
 2. The drug, alcohol and tobacco education program shall address the legal, social and health consequences of substance use and abuse. Instruction shall include the effects of drugs, alcohol and tobacco on the human system, and the emotional, psychological, social and legal implications.
 3. Effective techniques and skills will be practiced for making healthy decisions and resisting pressures to use drugs, alcohol or tobacco.
 4. The objectives of this program are rooted in the belief that prevention requires education and that the most important aspect of the policies and guidelines of CMA should be the education of each individual to the dangers of drugs, alcohol and tobacco.
 5. Certificated personnel will carry out intensive programs of education designed to fully inform students about the hazards of tobacco use.
- L. The written policy includes consequences for violating school tobacco policy that are non-punitive as well as progressively punitive elements (such as an education program versus suspension).
1. Disciplinary measures for students who violate this policy may include non-punitive measures, such as referral to tobacco education as well as progressively punitive elements such as, in-house detention, revocation of privileges and exclusion from extracurricular activities.
 2. Repeated violations may result in suspension from school. In accordance with state law, no student will be expelled solely for tobacco use.

Students who violate the Tobacco Free Policy will receive notification (written communication) at the time the violation occurs and will be subjected to the following disciplinary plan:

1st Violation: Warning/written communication. A letter containing the policy and consequences of further violations will be sent home to the parents. The school based mental health provider will host a restorative meeting with the student and parent/guardians, and the student will be enrolled in the Second-Chance online tobacco education program.

2nd Violation: The student's parents/guardians will be notified by letter and telephone call of the student's violation. The letter will include an invitation to have a restorative meeting between the student, parents/guardians, the school dean, and the school based mental health provider. The student must complete a Tobacco/Nicotine reflection written assignment and will be referred to a cessation service outside of school.

3rd Violation: The parent(s) will be notified of the student's violation by a letter and a telephone call. The school based mental health provider will conduct a Screening Brief Intervention & Referral to Treatment (SBIRT) screener with the student. The school based mental health provider will implement the Youth Nicotine Vaping Prevention Plus Wellness (PPW) screening survey and

program. The student will be suspended from extra-curricular activities for a limited time and must participate in peer-to-peer engagement opportunities based on students' identified strengths.

4th Violation: Disciplinary action will be determined by school administration.

M. The written policy includes provisions for students to have access to programs to help them quit using tobacco.

1. In support of CMA's tobacco prohibition, CMA will: Promote tobacco cessation campaigns and classes.
2. Encourage and offer individual support for students in their efforts to quit using tobacco and eliminate use of all tobacco products

N. The written policy includes language prohibiting distribution of tobacco products.

Persons using or are on school property for any purpose shall not engage in:

1. Unlawful use, possession, distribution or sale of drugs and other controlled substances, or other illegal substances school property, at CMA sponsored functions, on any school bus transporting students or within 1,000 feet of the perimeter of the school grounds.