



Georgia Department of Education

Policies and Procedures

Policy Title:	<i>Use of Tobacco Products, State Schools</i>		
Policy Number:	<i>SS-4000 Descriptor Code-GAF</i>		
Release Date:	<i>09-01-02</i>	Last Revised:	<i>11-22-03</i>

Purpose

The State Schools strive to provide students with a safe and secure learning environment, as well as appropriate instruction and school experiences that mutually reinforce good personal health and safety practices. The practice of condoning tobacco use by employees, students, and other adults on public school campuses, at off-campus events, and at state offices seriously undermines and contradicts instruction to students regarding the health hazards of tobacco use.

Applicability

This policy applies to all employees, students, and visitors at Atlanta Area School for the Deaf, the Georgia Academy for the Blind, and the Georgia School for the Deaf.

Definitions

Authorized school visitors: Persons other than school employees and students who are authorized by the education director or designee to conduct business, attend or participate in a school-sponsored program or activity, or otherwise physically enter the school campus or off-campus site under the operational control of the School Director or designee.

Off-campus site: A place or facility other than the school campus used to conduct school-sponsored programs and activities and under the operational control of the School Director or designee, including privately and commercially owned facilities leased by the department for community school for adults.

Operational control: Having jurisdiction over the conduct of events, activities, and attending or participating persons on the school campus or at an off-campus site. With respect to an off-campus site, such as ballrooms, dining facilities, theaters, conference facilities, and recreation or athletic facilities, operational control is exercised by the School

Director or designee over that facility or portion of the facility leased for the exclusive use of the school.

Other use of tobacco products: Chewing, inhaling, and any other form of consuming tobacco products other than by smoking.

School: Any regular school, special school, or community school for students operated by the Department of Education.

School campus: The buildings and grounds of a school.

School employee: Administrators, teachers, and support staff employed by the school, any volunteer, and all employees of the state offices of the Department of Education who perform their jobs on a school campus or off-campus site under the operational control of the School Director or designee.

School vehicle: Any publicly or privately owned motor vehicle used to transport students to and from school campuses or off-campus sites, except:

- (1) A privately owned passenger vehicle when the transportation is provided without compensation of any kind by the school; or
- (2) A motor vehicle operated as part of the regularly scheduled operation of a mass transit system serving the general public.

Smoking: The act of inhaling or exhaling upon or carrying any burning cigarette, cigar, or pipe.

Tobacco product: Any substance that contains tobacco, including, but not limited to, chewing tobacco, cigarettes, cigars, pipes, snuff, smoking tobacco, and smokeless tobacco.

Policy

Smoking and other use of tobacco products shall be prohibited at all times, including:

1. On public school campuses, school vehicles, and off-campus sites under the operational control of the School Director or designee, except as part of a bona-fide classroom instruction or theatrical production approved by the School Director; and
2. In all buildings and facilities, or portions thereof, which are assigned to the state offices of the Department of Education, and which are under the supervision of the School Director or his/her designee.

General Provisions

The above prohibitions shall apply to all persons, including the following:

1. Students enrolled in school, school employees, authorized school visitors, and guests;
2. Persons participating in or attending a non-school activity or event conducted on the school campus when school is not in session; and
3. Employees, visitors, and guests of school and state offices.

The provisions shall be enforced as follows:

1. School employees who violate the policy shall be disciplined in accordance with appropriate regulations and procedures, as applicable;
2. Students enrolled in school shall be disciplined in accordance with appropriate policies and procedures; and
3. Authorized school visitors and guests who violate the policy will first be warned and, if necessary, declared trespassers and removed from the school campus, school vehicle, or off-campus site with the assistance of the authorities.

**Authority and/or
Cross-Reference**

- O.C.G.A. 16-2-2
- Georgia Teacher Evaluation Manual (GTEP)