

### **Tobacco Use and Possession Policy For Westbrook Elementary Schools**

The use, possession, sale, dispensing or distribution of tobacco products by students is prohibited. This policy applies to any student who is on school property, who is in attendance at school or at any school-sponsored activity or who is on school buses.

Tobacco products include cigarettes, cigars, chewing, any other form of tobacco, and any device used in smoking, or any form of tobacco consumption including, but not limited to cigarette papers, and pipes, or their facsimiles.

#### **A. Use, Possession, Sale, Dispensing, or Distribution of Tobacco Products**

##### **First Infraction**

Parent/Guardian is notified immediately and a conference is held with the student, parent/guardian and the building Principal. Tobacco products are confiscated. The Westbrook Police Department is notified. An appointment will be made for the student to meet as soon as possible with the appropriate counselor for tobacco education. Both the student and parent/guardian will attend. A suitable consequence will be instituted by the building Principal.

##### **Second Infraction**

Parent/Guardian is notified immediately and a conference is held with the student, parent/guardian and the building Principal. Tobacco products are confiscated. The Westbrook Police Department is notified. An appointment will be made as soon as possible with a Substance Counselor for tobacco education. Both the student and his/her parent/guardian will attend. This will be followed by an assessment with the student and the Substance Counselor. Recommendations will be shared with the student and the parent/guardian.

A suitable consequence will be instituted by the building principal.

##### **Third Infraction**

Parent/Guardian is notified immediately and a conference is held with the student, parent/guardian and the building Principal. Tobacco products are confiscated. The Westbrook Police Department is notified. An appointment will be made as soon as possible to meet with the Substance Counselor for tobacco education. Both the student and his/her parent/guardian will attend. This will be followed by an assessment with the student and the Substance Counselor. Recommendations will be shared with the student and the parent/guardian.

A suitable consequence will be instituted by the building principal, which may include a one to three day suspension from school.

Approved: November 8, 1995  
Revised: July 22, 1998, February 12, 2003  
Reviewed by the Policy Committee: January 15, 2008