



| ADMINISTRATIVE PROCEDURE 170 SECTION: GENERAL ADMINISTRATION | |
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| Adopted/Original Date of Issue | 2004 |
| <input checked="" type="checkbox"/> Last Reviewed <input checked="" type="checkbox"/> Revised | 2024 |
| Next Review Date | 2029 |
| Contact | Superintendent of Safe Schools |

SMOKING/VAPING

BACKGROUND

Renfrew County District School Board recognizes and accepts its responsibility to provide a safe and comfortable environment for all those who use its buildings and/or grounds. In accordance with the Smoke-Free Ontario Act and other relevant legislations, all buildings and grounds operated by the District shall be free from tobacco smoke (including e-cigarettes), usage, promotion and sale at all times.

PURPOSE

Smoking and the use of tobacco products (including e-cigarettes) are prohibited in District buildings, outdoor grounds, including playgrounds and sports fields, and public areas within 20 metres of the school grounds, on school buses, or in taxis are prohibited. This extends to school transportation (buses, taxis), excursions, and all school-related functions.

PROCEDURE

The District and its staff will:

1. Ensure that members of the school community are informed of the procedure.
2. Ensure that signs are posted in a conspicuous location, unobstructed from view.
3. Ensure ongoing monitoring for compliance of this procedure.

Enforcement

4. Violation of this procedure by employees may result in a verbal warning, written reprimand, suspension with or without pay, or dismissal.
5. Violation of this procedure by students may result in suspension or expulsion in accordance with Administrative Procedures 350 and 358. In addition, in the case of students found in the

use/possession/provision of these substances, parents must be notified, and the student must surrender the item(s) to the administrator or designate. These items will not be returned to students, and unless specifically requested to be returned directly to parent(s)/guardian(s), will be disposed of. Students will be offered guidance and resources as appropriate in regards to their use of these substances and choices that support their learning and well-being.

6. Community users who do not abide by the District’s “no smoking” requirement shall receive a written notification that a future offence will result in the termination of any and all rental bookings.

7. Other persons found to be smoking in District operated facilities will be dealt with appropriately, by the employee in charge of the building.
Failure to comply with the Smoke-Free Ontario Act may result in fines under the legislation.

Exemption

The traditional use of tobacco that forms part of the Indigenous culture and spirituality (e.g., tobacco bundle to welcome a guest) is exempted from this procedure under the Smoke-Free Ontario Act.

LEGAL REFERENCES

Education Act S. 171
Guideline—Ontario Schools Code of Conduct
Smoke-Free Ontario Act., 2017

RCDSB REFERENCES

Administrative Procedure 350 Student Conduct and Progressive Discipline
Administrative Procedure 358 Student Discipline: Suspension (for Students in Grades 4-12)

Procedure History

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| Approved: | 2004; June 2011; June 2015; February 2024; August 2024 |
| Reviewed: | June 2011; June 2015; March 2019; December 2023; February 2024; August 2024 |
| Revised: | June 2011; June 2015; December 2023; August 2024 |