



**MOOSONEE DISTRICT  
SCHOOL AREA BOARD**

<b>ADMINISTRATIVE PROCEDURE GENERAL ADMINISTRATION: # 153</b>	
Effective	October 27, 2015
Last Revised	April 5, 2023
Last Reviewed	April 5, 2023

**SMOKE-FREE ENVIRONMENT**

**PURPOSE**

Moosonee District School Area Board has developed this administrative procedure to provide a healthy working environment for all members of the school community. It is intended to promote the well-being of students and staff members, and to comply with Ontario’s comprehensive Smoke-Free Ontario Strategy which combines public education with programs, policies, and legislation to:

- help smokers to stop smoking;
- protect non-smokers from exposure to second-hand smoke; and
- encourage young people to abstain from smoking.

**DEFINITIONS**

Smoking Prohibitions: The Smoke-Free Ontario Act prohibits smoking in workplaces, enclosed public spaces, and in motor vehicles when children under 16 are present. It also bans the public display of tobacco products prior to purchase and prohibits youth-targeted tobacco products such as e-cigarettes/vapes.

**APPLICATION**

This administrative procedure applies to all Board property, to all Board-owned vehicles, and contracted school buses. This prohibition includes private vehicles parked on Board property. It applies to all students and Board personnel, to all visitors, and to all users of school facilities under permits for community use of schools.

**PROCEDURES**

**1. Smoke-Free Environment**

1.1 In compliance with the advice of the Ontario Medical Association and the terms of the Smoke Free Ontario Act, the Moosonee District School Area Board prohibits at all times smoking within the boundaries of Moosonee Public School and/or the Moosonee District School Area Board office.

1.2 It is the responsibility of the principal or other on-site supervisor to implement this procedure at all Board properties and work sites.

1.3 The ban on smoking and the holding of lighted tobacco is to be communicated to all people (staff members, and visitors) who use or frequent Board property.

- 1.4 Staff members will not use tobacco products while supervising students or student activities, including during field trips or athletic events held on or off Board premises.
- 1.5 The principal, in cooperation with the Health Unit and other appropriate agencies, shall provide instruction for students and the staff regarding the effects of tobacco smoking and second-hand smoke.
- 1.6 The principal shall ensure that all entrances to buildings have prescribed no- smoking signage.

## **2. Cooperation Expected**

- 2.1 The success of this administrative procedure will depend on the thoughtfulness, consideration, and co-operation of smokers and non-smokers alike.
- 2.2 In the event of a disagreement, people are encouraged to resolve the matter using an informal conflict resolution process. If this proves unsuccessful, the matter should be brought to the attention of the appropriate supervisor. In any dispute, the supervisory officer's ruling is final.

## **REFERENCE DOCUMENTS**

### *Legal:*

Education Act, Section 169.1 Duties of Boards: Promote Student Well-Being  
Education Act, Section 265 Duties of Principal: Attention to the Health of Pupils  
The Provincial Code of Conduct and School Board Codes of Conduct  
PPM No. 145 Progressive Discipline and Promoting Positive Student Behaviour  
The Ontario Curriculum Grades 1-8 Health and Physical Education [Healthy Living Strand]  
Smoke-Free Ontario Act 2006  
Occupational Health and Safety Act  
Health Protection and Promotion Act

### *Board:*

Board Policy GOV-08 Safe Schools  
Board Policy GOV-09 Safe Schools: School Code of Conduct  
Board Policy GOV-18 Health and Safety: Working Environment  
Administrative Procedure 335 Student Use of Tobacco, Alcohol, and Other Drugs  
Administrative Procedure 376 Progressive Discipline: Students  
Administrative Procedure 480 Progressive Discipline: Employees Moosonee Public School Code of Conduct