

Tobacco Policy No Butts About It!



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Tobacco Policy

No Butts About It!

Today our focus will be:

1. Laying the groundwork for Tobacco policy, some of the steps you need to take.
2. Look at a survey example.
3. Policy implementation.
4. Discussion of “Butts and Barriers.”
5. Examples from other policies.
6. Ideas to help prevent barriers and ease enforcement worries.

Tobacco Policy

Where do we start?



Policy Implementation- No Butts About It!

- Begin with your tobacco coalition and JEL students or similar groups.
- Make sure you have **PASSION!**
- Start with the “BIG ?”... Find out if you even have a policy to begin with! Research it out!
- Determine if you need a policy.



Just Eliminate Lies
Cerro Gordo **JEL**

Policy Implementation

No Butts About It

- Goal of policy... tobacco-free grounds? Tobacco-free buildings? Tobacco-free workplace? Tobacco-free complex? Tobacco-free schools, etc.
- Find a friend... find yourself an ally.
- Survey your audience, do your fact gathering
- Gather opinions at the same time



Survey Example:

- **Have you ever smoked or chewed tobacco?** Yes No
- **Do you smoke or use tobacco products currently?** Yes No
- **If yes, would you be interested in quitting?** Yes No
- **Do you feel the use of tobacco products is a problem at Rockwell/Swaledale?** Yes No
- **Do you feel the use of tobacco products is a problem at school events?** Yes No
- **Are you bothered by second-hand smoke?** Yes No

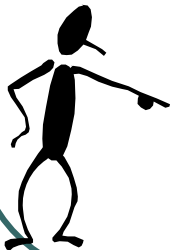
- **Would you support a tobacco-free policy that eliminates the use of tobacco products on all Rockwell/Swaledale school grounds, at athletic events or other extra curricular activities/events?** Yes No

- **How do you feel about people smoking on school property during school or at school events?**
It's fine I don't care It shouldn't happen

- **Please write your comments regarding eliminating the use of tobacco products on school property on the back side of this survey.**

Policy Implementation

- Tabulate and compile findings.
- Research what your findings mean.
- Present your work to the board of directors, school board, city council, YMCA board, Park board, or etc.
- Be direct. Present the facts, your data is your data, and it doesn't lie.



Facts are Facts...

- Share what you learned: Be honest, straight forward, let your data speak for itself:
 - I.E.** 83% of Faculty and Students surveyed support a tobacco-free grounds policy that eliminates the use of tobacco products on all Rockwell-Swaledale school grounds, at athletic events or other extra-curricular events!
 - 73% of faculty and students surveyed said they were bothered by second-hand smoke!
 - 67.5% of the combined group felt that the use of tobacco products was a problem at Rockwell-Swaledale!



Policy Implementation

Remember... No ifs, ands or butts

Be prepared for questions.

Three Big Barriers-

1. Enforcement
2. Implementation
3. Sense of Control



Policy Implementation Barrier Avoidance 101

Enforcement- the biggest question, “How do we enforce such a policy



- **EVERYONE’S RESPONSIBILITY!**
- Some policies, can have a specific written employee reprimand.
- **EVERYONE'S RESPONSIBILITY!**
- Visitor policy.
- Reassure Business, School, City Council, or whomever you are working with how that has been a concern, but how well it has worked in other situations...
- Work through it together.

Policy Implementation

“No Butts About It”...



Policy Implementation

"The Butts"...

- **Policy Examples—**



Tobacco Use: Because the College wishes to provide a safe and healthy environment for students and staff, the use of tobacco products will be prohibited on all College property. This includes prohibiting the use of tobacco products in all College vehicles, facilities, parking areas, and grounds.

Employees who use tobacco will be offered information about the dangers involved and will be offered opportunities to change to a tobacco-free lifestyle.

Policy Implementation

"No Butts"... Barriers 101



- **Example Policy's...**

- As of February 13, 2006, Hanks Plumbing Inc. is a tobacco-free business. The use of any or all tobacco products (i.e. cigarettes, cigars, chewing tobacco, etc) is strictly prohibited by employees and will be strictly prohibited in all Hanks Plumbing Inc. vehicles, at all job/work-sites, and offices or warehouses owned by Hanks Plumbing Inc. during the hours the employee is paid by the said employer.

Current staff who use tobacco will be encouraged to quit and given the resources to help them achieve this goal if desired by the said employee..

Current Hanks Plumbing Inc employees may receive assistance with cessation if they wish. Hanks Plumbing Inc. will pay for a nicotine replacement therapy (i.e., a patch, gum) for two months or at a cost not to exceed \$100.00 per employee. This will be a one time offering to each employee that uses tobacco.

This policy will be posted in the main office, and in the work area.

Policy Implementation

"No Butts About It"...



- **EXAMPLE-School Policy/Enforcement..**

- The Board of Education understands the impact our district can have toward supporting our students, employees and community members to choose healthy behaviors. Therefore, the Board of Education directs there be no use of tobacco products on any district property, which includes vehicles, buildings and grounds. Community members are asked to cooperate with this policy and refrain from using tobacco on district property. Persons who do not comply will be asked to leave the district premises. District personnel failing to abide by this policy may be subject to disciplinary action.

It is the district's intention to provide education, encouragement and assistance for all students, employees and community members in making a personal choice to refrain from tobacco use while within or upon any/all district property. This will allow students, employees and community members to share the responsibility for creating a healthy environment in which we all live, learn and grow.

It will be the right and responsibility of all students, employees and community members to observe and support this policy through personal commitment and advocacy. It is the responsibility of the administration to enforce this policy.



Policy Implementation

"No Butts"... Barriers 101

- **EXAMPLE-- Employee Discipline**

- TOBACCO FREE DISTRICT REGULATION

Step 1: First Violation

The employee will conference with the immediate supervisor/administrator and documentation of the violation and conference placed in employee's personnel file.

Step 2: Second Violation

The employee will conference with the immediate supervisor/administrator, be given a written reprimand and suspended without pay for one (1) working day. (If said employee successfully completes a tobacco cessation class/program at their own expense, the suspension will be removed from the employee's record.)

Forgiveness Clause

If an individual employee violates this policy and is admonished for either steps one (1) and/or two (2) and if said employee has no violations of this policy for twenty-four (24) months all records of said violation will be expunged from said employee's personnel/work record. This forgiveness clause pertains only to steps one (1) and two (2).

Step 3: Third Violation

The employee will conference with the immediate supervisor/administrator and recommended for termination.



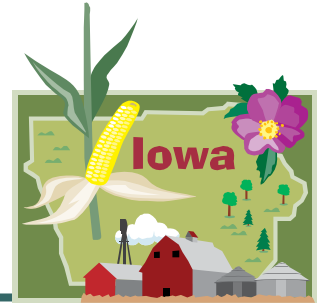
Policy Implementation Barriers 101



Example-Employee/Visitor Discipline

- Employees using tobacco products during work time are in violation of the policy and are subject to corrective action as defined in the Disciplinary Action Policy #640.
- **All employees are expected to honor and communicate this policy with courtesy and diplomacy to fellow employees, patients and visitors.** New employees are advised of the provisions of this policy during the application process and orientation. Supervisors are responsible for notifying their employees of the provisions of this policy and assisting with enforcement. Employees may obtain tobacco cessation assistance through the Kailo program. Kailo has a list of resources available to employees and helps coordinate a personalized plan.
- **Visitors are informed of the policy and offered alternatives to using tobacco products while on campus. Visitors who refuse to comply with the policy are subject to immediate removal from Mercy property** and shall be reported to the leader of the work area, the Nursing Supervisor, Security or the Administrator on Call for immediate follow up action.

Policy Implementation No Butts About It!



Implementation and Sense of Control...

- Make a road map (how does it look).
- Create a timeline (steps to pull it together).
- Target Date (throw out the pitch!)
- Let it happen (Breathe!)
- Celebrate it (Enjoy!)
- Move on...(Time for another!)



Policy Implementation

"No Butts"... Barriers 101

Other Ideas to help with barriers



To create a healthier environment NIACC is now a smoke/tobacco free campus. This includes all buildings grounds, and parking areas. Please see the back of this card for sources of help to stop smoking.

Thank you for respecting and supporting our tobacco free environment.



For more information call:

Cerro Gordo Public Health
641-421-9300 or visit www.cghealth.com

The American Lung Association at
1- 800-548-8252 or visit www.lungusa.org.

Quitline Iowa
1-800-784-8669 or visit www.quitline.org

Policy Implementation Barriers 101

Other Ideas to help with barriers

- Build on education and awareness opportunities



Policy Implementation Barriers 101

Other Ideas to help with barriers

- Posters



Tobacco-Free Grounds!



What does it mean to you?

All tobacco products are prohibited on all Ventura Community Schools property, including cigarettes, cigars, pipes and chewing tobacco.

Please do not use any tobacco product in or around our schools, including:

- While you wait in your car in the parking lot.
- While you enjoy a sporting event on our grounds.

We appreciate your cooperation in keeping Ventura Schools safe and healthy for all people, especially our children!

Brought to you by the Ventura Community School District, and The Partnership for a Tobacco Free Cerro Gordo County and your Ventura student JEL group!



Policy Implementation

"No Butts"... Barriers 101

Other Ideas to help with barriers

- **Media** (press releases, radio interviews, health columns, all can be free and unearned)
- **Employee Meetings/Memos**
- **Open and honest dialogue, and treat as just another policy!**



Policy Implementation Barriers 101

Other Ideas to help with barriers

- I am available! (HA HA HA)



Tobacco Policy...

**Success is not something you wait for,
but something you work for."**

Henry W. Longfellow



Tobacco Policy...

- **Last but not least... Jump in, and give it your best! Are you ready!?!**

