

## Administrative Procedure 163

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# POSSESSION, USE OR CONSUMPTION OF TOBACCO, CANNABIS AND OTHER INHALANTS

### Background

The District recognizes its responsibility to promote a healthy lifestyle in the form of a smoke-free environment for the health and welfare of students, parents/guardians, staff, contractors and any other person who may be on District property or participates in District activities or events.

In support of this responsibility, the District acknowledges the impact of the *Tobacco and Smoking Reduction Act* and the *Gaming and Liquor Act*.

As a result, all District properties shall be smoke-free and no smoking of any product is permitted other than at school sponsored Indigenous ceremonies or activities. The District also restricts the possession, use or consumption of tobacco products of any kind or cannabis, and the possession or use of electronic cigarettes or cannabis related paraphernalia on District properties, leased properties or at District events or activities as set out below. Communicating information to employees regarding smoking cessation is recognized as a desirable practice.

### Definition

“District property” includes District owned vehicles.

Smoking means any substance that is burned, heated or vaporized and inhaled. Smoking includes the use of electronic cigarettes, otherwise known as vaping.

### Procedures

1. Smoking or the consumption of tobacco products of any kind by any person is prohibited on all District property, including properties leased to or from the District except as set out in section 8.
2. Possession and/or consumption of cannabis products of any kind (i.e. fresh, dried, edible, liquid, concentrates, seeds or live plant material) or the possession of paraphernalia associated with the consumption of cannabis by any person is prohibited on District property, properties leased by the District and at any District activities or events. In the event that the possession and consumption of a cannabis product is required for the accommodation of a medical condition, a request shall be made to the Assistant Superintendent of District Operations and Information and Infrastructure Technology Services.
3. No person under the age of 18 shall possess tobacco products or electronic cigarettes on District property including properties leased to or from the District.

4. *No Smoking* signs shall be posted throughout all the facilities in the District.
5. Users of rented or leased space within the District are to be notified and must comply with this Administrative Procedure.
6. If a staff member fails to adhere to this Administrative Procedure, the immediate supervisor shall undertake progressive discipline.
  - 6.1 The staff member will be informed of the Administrative Procedure and encouraged to adhere to it.
  - 6.2 The staff member will be given verbal warnings on failure to adhere to the Administrative Procedure.
  - 6.3 The staff member is given a written letter of reprimand with a copy to the personnel file.
  - 6.4 If a staff member continues to fail to adhere to the Administrative Procedure, the immediate supervisor shall refer the matter to the Assistant Superintendent, Human Resource Services for disposition.
7. If a student fails to adhere to this Administrative Procedure, the Principal may take disciplinary action as deemed appropriate in the circumstances, including suspension and/or recommendation by the Principal for expulsion, depending on the gravity of the offence. In the event that the matter involves the possession or consumption of cannabis products of any kind or the possession of paraphernalia associated with the consumption of cannabis, the Principal may report the matter to police.
8. The possession or use of tobacco products is permitted for in school sponsored Indigenous ceremonies/activities, as organized by the Principal and/or teacher, for school-related purposes. If a student attends a school with Indigenous ceremony/activity related tobacco products for school-related purposes, he/she shall give same to the Principal upon arrival at school.

Adopted: April 3, 2000

Reviewed/Revised: June 12, 2002; March 4, 2003; June 28, 2013; May 5, 2014; October 5, 2015; June 30, 2017, June 21, 2018

Reference: School Act  
Controlled Drugs and Substances Act  
Gaming and Liquor Act  
Tobacco and Smoking Reduction Act