	Possession or Use of Tobacco, Products Containing Nicotine, and Nicotine Replacement Products on School Premises by Students	Administrative Regulation #	JFCG
		Implemented	March 12, 2014
		Reviewed/Updated	March 14, 2018
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Administrative Regulation

1. Purpose

The State Board of Education requires each local school system to maintain a tobacco-free school environment and states the sale or use of tobacco in any form is prohibited in school buildings at all times. In addition, the sale or use of tobacco in any form is prohibited on school grounds during the official school day. (COMAR 13A.02.04.03). *

The Board of Education of Carroll recognizes the use of tobacco, products containing nicotine, and nicotine replacement products as a serious threat to health. In an effort to continue improving the total educational environment, the Board of Education approved Policy JFCG.


Policy JFCG states: The possession or use of tobacco, products containing nicotine, and nicotine replacement products by students on school premises or at school functions is prohibited.

COMAR 13A.08.01.08B states: Students are prohibited from using tobacco in any form on the school premises. (Maryland Law (Art. 27, 405A) prohibits use and possession of tobacco products by minors. A violation of this prohibition is a civil offense).

2. Procedure

The focus of the Board policy, as well as instructional strategies and disciplinary regulations, will continue to be that tobacco/nicotine use is a serious threat to health and that Carroll County Public Schools will seek to discourage tobacco/nicotine use by students.

Educational programs and activities to inform students of the health threat posed by tobacco/nicotine use will include sources of clinical and counseling assistance within the community regarding cessation of tobacco/nicotine use.

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Violations involving tobacco or products containing nicotine and nicotine replacement products by students will be handled as school disciplinary infractions as well as student health concerns. The following guidelines are recommended for secondary school administrators:

I. First Offense


- Confiscation of the item.
- Assign the student to the first Tobacco Education Group (TEG) program (TEG 1).
- Failure to complete the TEG program assignment may result in a 3-day suspension for disrespect.

II. Second Offense (within a school year)

- Confiscation of the item.
- Assign the student to the TEG 2 program OR TEG 1 (if not completed on the first offense).
- Failure to complete the TEG program assignment may result in a 3-day suspension for disrespect.
- File a letter of complaint with the Department of Juvenile Services

III. Third Offense (within a school year)

- Confiscation of the item.
- Assign the student to the TEG 1 or the TEG 2 program (if not completed on previous offenses) and a 3-day suspension for tobacco violation.
- Failure to complete the TEG program assignment may result in a 2-day suspension for disrespect.
- If the student has already completed the TEG 1 and TEG 2 programs, a 5- day suspension may be assigned with a parent conference.
- Notify the Pupil Personnel Worker
- Contact the police to request a citation be issued (should the police elect not to issue the citation, the school administrator may file a complaint regarding the student with the Department of Juvenile Services).

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IV. Fourth Offense (within a school year)

- Confiscation of the item.
- Assign the student a 10 -day suspension and make a recommendation to the Superintendent of Schools for an extended suspension from that school.
- Contact the police to request a citation be issued (should the police elect not to issue the citation, the school administrator may file a complaint regarding the student with the Department of Juvenile Services).

Violations involving e-cigarettes/vaping devices may be handled as incidences of disrespect or disruption in addition to or in place of the guidelines above. Depending on the circumstances, the student may be assigned to Saturday School for Reasonable Choices and/or suspended from school. If there is reason to believe the device contains a drug other than nicotine, law enforcement shall be contacted. This may result in discipline as outlined in the Administrative Regulations to the Board of Education Policy JPA: Substance Abuse.

3. Delegation of Authority

The Superintendent/Designee has the responsibility for enforcing this policy by communicating it to all relevant parties and by providing necessary instructions and/or administrative regulations (if appropriate), to all staff members.