



Portland Public Schools
Head Start



Tobacco-Free Environment

Portland Public Schools Head Start, recognizes its responsibility to promote the health, welfare and safety of students, staff and other Head Start participants, and to serve as a positive example to other child care and community agencies. In light of scientific evidence that tobacco use and tobacco smoke is hazardous to health, it is the intent of the PPS Head Start Program to reinforce that all PPS Head Start sites and schools are tobacco-free environments.

Consequently, tobacco use, distribution or sale by staff or others on Head Start premises, at Head Start sponsored events (on or off premises), in Head Start-owned, rented or leased vehicles or otherwise while on duty on or off Head Start premises is prohibited. For the purposes of this policy, "tobacco" is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew, snuff, in any form.

Program Staff cannot wear clothing that advertises tobacco products into the classroom, volunteers and others should avoid wearing such clothing. Program staff, volunteers, and others must also avoid bringing clothing that smells of smoke into the classroom, site or playground. Staff will request that parents not smoke during home visits. Parents will be informed of the smoke-free request prior to the home visit.

Violations of this policy by staff, volunteers, or others will be handled through verbal contact with the individual, including re-education regarding the tobacco policy.

As part of Head Start's tobacco use prevention activities, Head Start staff will ensure that age-appropriate tobacco prevention messages are incorporated into classroom teaching and during home visits. Staff responsible for coordinating tobacco use prevention will be encouraged to collaborate with agencies and groups that conduct tobacco use prevention education. Head Start staff will provide family members, especially pregnant women, with prenatal education on risks from tobacco use on fetal development.

Head Start Administration will post signage in facilities and vehicles to communicate the no tobacco use policy. Staff will be informed of this policy through such means as the Staff Handbook and orientation and training provided by supervisors. Parents, families and others will be informed through such means as the parent handbook; program newsletter, signs posted on all main entrance doors; announcements during parent orientation, center committee meetings, Policy Council training; and explanations of the policy will be included in field-trip and home visit notifications.

This policy shall remain in force at all times.

LEGAL AND RELATED REFERENCES:

- Head Start Performance Standards [1304.40\(c\)\(2\)](#) and [1304.53\(a\)\(8\)](#)
- [Establishing a Smoke-Free Environment in Head Start Programs: Program Instruction #ACYF-PI-HS-95-04](#)
- [ORS 433.835 to 433.875, Oregon Indoor Clean Air Act](#)
- [The Health Consequences of Involuntary Exposure to Tobacco Smoke: A Report of the Surgeon General](#). (2006).
- [Oregon School Boards Association Selected Sample Policy: Tobacco-Free Environment](#)