



Oglala Lakota College Head Start/Early Head Start Program
POLICY AND PROCEDURES



TOBACCO USE

POLICY

The OLC HS/EHS prohibits the use of all forms of tobacco in all spaces used by the program, at all times.

PROCEDURE

1. Parent/guardian will be informed of the tobacco use policy and that it will be strictly enforced.
2. Tobacco use by Head Start parent/guardian and staff will be prohibited during any Head Start activity, both at the center and away from the center. This includes field trips, socialization activities, meeting, home visits, and other Head Start activities.
3. Any staff member or parent who notices a violation of this policy may request the violator to extinguish all smoking materials or chewing tobacco that may be in use, immediately, and may inform him/her of the tobacco use policy.
4. NO SMOKING signs will be posted throughout the Head Start building to inform all staff, parent/guardian and visitors that smoking is prohibited in the center.
5. The use of tobacco and sage or sweet grass for spiritual reasons shall be strictly restricted to cultural spiritual practices and must be approved by the supervisor.

DOCUMENTATION

No Smoking Signs Parent Handbook

REGULATORY REFERENCE(S):

Head Start Performance Standard
Environmental Health Service

1304.53(a)(8)
4-121.10