

Smoke Free Environment

Policy: Bridges Early Head Start, Head Start and EHS-CCP recognizes its responsibility to promote the health, welfare and safety of students, staff and others on Head Start property. Early Head Start partnership sites and at agency sponsored activities. Tobacco use, distribution, or sale by staff, volunteers or others on agency premises, at agency sponsored events, in agency owned, rented, or leased vehicles, or otherwise while on duty is prohibited.

Performance Standard 1304.2, 1304.3; Program Instruction 95-04

Procedure:

- Tobacco use is prohibited on the premises of all Bridges Early Head Start and Head Start property and partnership sites during EHS partnership and daycare hours.
- All Head Start staff, parents, EHS-CCP volunteers, and contracted employees will not engage in tobacco use on Early Head Start premises, in Early Head Start vehicles, or during Early Head Start activities.
- Clothing, bags, hats and other personal items used to display, promote, or advertise tobacco products are prohibited on Early Head Start premises, in Early Head Start vehicles, or during Early Head Start activities and during EHS partnership and daycare hours.
- Tobacco advertising is prohibited at EHS Head Start sponsored activities, or in EHS Head Start sponsored publications.
- Staff violations of tobacco prohibitions will lead to disciplinary action.
- Staff will be informed of this policy through the Health & Safety Policies/Procedures.
- This policy will be stated in the parent guidebook.
- Signs will be posted in the agency facilities.
- The program will assist staff and parents who wish to quit smoking by facilitating access to smoking cessation programs and materials.