

**COMMUNITY ACTION TEAM**  
**CHILD DEVELOPMENT AND FAMILY DEVELOPMENT PROGRAMS**  
Tobacco-Free Environment

Purpose: To establish a tobacco-free environment for children, staff, and parents of CFDP by eliminating exposure to all types of smoking and smokeless tobacco products.

Applicable Performance Standards: 1304.40 (c) (2) and 1304.53 (a) (8)  
Oregon Law: ORS 326.620 (1)433.835 to 433.875, Oregon Clean Air Act

CDFP will adhere to the Tobacco Free Environment Act effective January 1, 2009.

**1. Tobacco Definition**

- a. Any smoking products including any lit or unlit cigarette, cigar, pipe, bidi, and clove cigarette.
- b. Any spit tobacco including smokeless, dip, chew, and snuff.
- c. Any smokeless tobacco stick or product including e-cigarettes.

**2. Tobacco Use and Activities**

In recognition of the importance of modeling healthy behaviors:

- a. Any tobacco use, distribution or sale by staff or others is prohibited on all Head Start premises (including parking lots, cars in parking lots and play grounds), at all times (including non-operating hours) at all Head Start sponsored events, and in Head Start vehicles.
- b. CFDP will follow the Federal Tobacco Free Environment guidelines which prohibits smoking in any vehicle.
- c. Tobacco use by employees, parents, and volunteers is prohibited in any area, on property used by Head Start or on property used by Head Start for parent and staff functions that is within sight of Head Start participants.
- d. Program staff, volunteers, parents and others will be discouraged from wearing clothing or bringing in items that smell of smoke into the classrooms, centers, offices or onto the playground.
- e. Staff will request that parents will not use tobacco products during home visits.
- f. It is preferred that clothing and personal items promoting tobacco products are not worn or brought to Head Start premises and Head Start sponsored events and activities.
- g. This policy does not apply during a presentation or field trip to American Indian cultural customs in which tobacco is utilized.

**3. Prevention and Cessation Activities**

- a. Head Start will incorporate tobacco prevention messages into classroom teaching and home visits.
  - b. Head Start will collaborate with Health Consultant, Health Specialists, agencies and groups that conduct tobacco use prevention education and ongoing professional development activities related to knowledge of effects of tobacco use, effective instructional techniques, and program specific activities.
  - c. Head Start will provide pregnant women and other family members with prenatal education on risks of tobacco use on fetal development.
  - d. Head Start will provide cessation resources to staff, volunteers and parents.
4. Head Start will post signage in facilities to communicate the no tobacco use policy.
  5. Staff will be informed of this policy through staff meetings, signage, orientation, and training provided by supervisors.
  6. Parents, families and others will be informed of this policy through the parent handbook, orientation signage, Policy Council training, and home visit notifications.
  7. In facilities that are shared with other occupants, a plan will be made involving all occupants in order to comply with this policy.
  8. Repeated violations of this policy may lead to disciplinary actions.

Reference/Resources: The Health Consequences of Involuntary Exposure to Tobacco Smoke: A Report of the Surgeon General. (2006)