

Timberlane Regional School District	Procedure Code: GBED-R
Adopted: 11-30-90 Revised: 12-03-98 Revised: 02-24-05	Page 1 of 1

SMOKING

Staff

It shall be the responsibility of the principal or his/her designee to enforce this policy. In the event the principal or designee is not present, it shall be the responsibility of the person in charge to enforce the policy.

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| <i>First Offense</i> | Verbal warning |
| <i>Second Offense</i> | Written warning put on file for year or completion of a smoke ender program. Copy to local police department. |
| <i>Third Offense</i> | Written warning and notice of insubordination plus notice of termination for next offense. Copy to local police department. |

Police will be notified of all violations.