

Self Evaluation Tool School-Based Tobacco Control Program

District Name:

School Name:

Who is responsible for the tobacco control program in your school/district, including program evaluation?

How does the school's tobacco control program link to community programs, e.g., tobacco coalitions, local board of health programs, D.A.R.E., S.A.F.E., etc.?

A. Policy Development And Implementation

1. Does the school district have a tobacco-free school policy? YES NO

2. Does it apply to all schools in the district? YES NO

3. Does it apply to both smoking and smokeless tobacco? YES NO

4. How is it communicated (Handbook, Signs, Announcements, ...)?

5a. Does the school district have a school health advisory committee? YES NO

5b. Is tobacco formally discussed by this committee? YES NO

5c. Does the committee include a representative of the local board of health? YES NO

6. Is the school part of a tobacco coalition aimed at reducing the use of tobacco in the entire community? YES NO

7a. Are students/staff/parents involved in policy/program development and implementation? YES NO

7b. How many students are involved at each grade level?

6th grade _____

7th grade _____

8th grade _____

9th grade _____

B. Student Violation of Tobacco Free School Policy:

1. Does the policy list the student consequences for:

(a) first offense?

(b) second offense?

(c) third offense?

2. Does it include an option for tobacco education, in lieu of suspension or other punishment? YES NO

3. Are parents notified about violations? YES NO

4. Are the policies implemented? YES NO

C. Staff Violation of Tobacco Free School Policy:

1. Are the policies implemented? YES NO

2. What are the consequences when teachers are found in violation of the policy?

D. Enforcement of the Policy during Evenings/Nights, Weekends, and at Special School Events:

1. Is the tobacco-free school policy enforced during athletic events and other special school events? YES NO

2. How is the policy publicized?

Written Materials YES NO

Announced during events YES NO

3. Do the police assist in enforcing it during public events? YES NO

4. How is the policy enforced when community organizations use the school building during times when school is not in session?

Sign an agreement YES NO SOMETIMES

NO active enforcement YES NO SOMETIMES

Other _____

5. Please describe the tobacco related signage around the school:

E. Tobacco Prevention Education

1. What curriculum is being used for tobacco prevention education?

Locally developed/locally developed with a few commercial resources

American Cancer/Lung/Heart Association

Great Body Shop

Here's Looking at You

OTHER _____

2. How many hours of training do teachers receive?

3. Approximately how many hours of tobacco education do students receive each year?

6th grade _____

7th grade _____

8th grade _____

9th grade _____

4. Does the curriculum include smokeless tobacco? YES NO

5. Does the curriculum include refusal skills? YES NO

6. Is education provided to parents? YES NO

7a. Do you have a peer leadership program? YES NO Does the peer leadership program include tobacco prevention activities? YES NO

7b. Do peer leaders from middle/high schools work with students in their own age group? YES NO

7c. With younger students? YES NO

F. Tobacco Cessation

1. Does the school district have a tobacco cessation group/program? YES NO

For Students? YES NO

For Teachers? YES NO

For Parents? YES NO

For the Community? YES NO

2. If so, who facilitates it?

Health Coordinator/Health Educator, Outside Agencies, School Nurse,

Other _____

6. Have you seen evidence that faculty members smoke? YES NO

7. What resources are available to teachers who wish to stop using tobacco?

Cessation programs/referrals YES NO

Written materials YES NO

General Review Of The School Facilities/Grounds To Determine Whether The Policies Are Being Implemented

Part of the tobacco control program self-evaluation should include a review of the school facilities and ground. Faculty, administrators and students are encouraged to do the following:

Look for placement of tobacco-free school signs. Are they prominently displayed.

Is there evidence of smoking and smokeless tobacco use at the main entrance, at side entrances, in the stairwells, and on the athletic field.

Observe whether school staff and students smoke in their cars or on school property.

Monitor both student and faculty bathrooms during the day and observe for evidence of smoke.

Evaluation Summary: List areas requiring improvements and the school's/district's plans for addressing each item.

Areas for improvement:

Plans for addressing:

Evaluation completed by:

Name

Title

Date

Form Contents Adapted from the School Health Unit Division of Prevention Bureau of Family and Community Health Massachusetts Department of Public Health, the Oregon Assessment for a Tobacco Free School Policy, and the School Tobacco Policy Index Manual from the Center For Tobacco Policy Research Saint Louis University.