

## CHAPTER 6.00 – HUMAN RESOURCES

### TOBACCO/NICOTINE-FREE HIRING POLICY

6.101

The School District is committed to promoting health, wellness and disease prevention as well as providing a safe, clean and healthy environment for our employees. The use of tobacco and tobacco/nicotine products is a known and established hazard to the health and well-being of those who use them as well as those around them. The health problems created by the use of these products contribute to the increase in health care costs and the rise in insurance premiums. Use of tobacco and tobacco/nicotine products has been shown to decrease employee productivity and efficiency and increase absenteeism. It is in recognition of these factors that the Santa Rosa County School Board is taking measures to develop a tobacco-free workforce. The School Board hereby establishes a tobacco/nicotine free hiring policy for all individuals applying for any position within the District. It is the intent of this policy that employees hired after the effective date of this policy remain tobacco-free for the duration of their employment.

Effective OCTOBER 1, 2014, the School Board will no longer hire employees who use tobacco/nicotine products. While this policy does not affect employees hired prior to the effective date of this policy, the School Board encourages current employees who use tobacco/nicotine products to pursue a healthier lifestyle utilizing available resources to quit using tobacco/nicotine products.

To be considered for employment with the Santa Rosa County District School Board, applicants must be a non-user of tobacco or tobacco/nicotine products for a minimum of six months preceding application, as evidenced by the sworn affidavit of the application. Following the initial hire date, the employee must reaffirm annually their status as a non-tobacco user by signing a sworn affidavit.

An employee who signs the Non-Tobacco/Nicotine Use Affidavit at the time of being hired and later violates the Tobacco/Nicotine-Free Hiring policy will be subject to disciplinary action up to and including termination as outlined in the appropriate Employee-Management Agreement/contract.

For the purposes of this policy, tobacco/nicotine products shall include, but are not limited to, any lighted or unlighted cigarette, cigar, clove cigarette, cigarillo, blunt, pipe, hookah, and any other smoking product, any smokeless or spitless tobacco also known as dip, chew, snuff, snus, orbs, and strips, sticks or electronic cigarettes in any form.

**STATUTORY AUTHORITY: Chapters 1000 & 1012; Sections 1001.30 to 1001.54, F.S.**

**LAWS IMPLEMENTED: Chapters 1000 & 1012; Sections 1001.30 to 1001.54, F.S.**

**HISTORY: New ADOPTED: 07/24/2014**

**REVISED: 09/23/2014**

**SRCSB**