

Components of a Successful Policy

1. Include the rationale for developing and implementing the policy

Include the reasons for having a policy: health effects of tobacco (firsthand and secondhand smoke), concerns about a safe and healthy environment to play in, reinforcement of tobacco educational efforts, and support for appropriate role-modeling for young people.

2. Consider who the policy will cover

Identify participants, staff, officials, visitors, and all parties the policy will affect.

3. Locations and/or facilities where the policy applies

Identify all grounds and facilities and include organization-sponsored events, even if held offsite.

4. Definition of terms

Describe clearly which tobacco products are being banned and what determines use and/or possession.

5. Enforcement of the policy

Describe how the policy will be enforced. For example, utilizing signage or having staff and/or volunteers ask people to refrain from tobacco use during recreational activities.

6. Consequences of violation

Consider what the consequences will be for violating the policy. This could include verbal warnings, or, if the problem persists, an escort off of the grounds.

7. Activities that support the policy

Identify opportunities that complement the tobacco-free policy, such as communicating the policy, promoting the tobacco-free message at events, providing educational materials, trainings, and utilizing adult and peer role models as spokespeople.

8. Dissemination of the policy

Make plans to notify participants, parents, and spectators of the policy. This can include updates to the policy manual, team & participant pledges, trainings, newsletter articles and signage.