

Template School Letter

Parents/Guardians/Students

DATE

NAME

ADDRESS

CITY, STATE ZIP

Dear parents, guardian, and students:

Beginning on (DATE), (SCHOOL DEPARTMENT) will continue to provide healthy environments by prohibiting the use of electronic cigarettes and all electronic vaping devices in our Tobacco-Free Campus School Policy, per Maine Law.

Electronic cigarettes includes many different types of products, such as vape pens and e-hookahs. They create an aerosol that can contain nicotine and other additives.

The potential long-term benefits and risks associated with e-cigarette use are not currently known. What is known is that nicotine exposure at a young age may cause lasting harm to brain development, promote nicotine addiction, and lead to sustained tobacco use – making any use of these products among youth a concern.

This policy means that students, staff, visitors, vendors and contractors are prohibited from using all tobacco products and electronic vaping devices inside school vehicles, buildings, in parking lots, or on facility grounds, 24 hours a day, 365 days a year.

We appreciate your cooperation, and willingness to comply with our policies. We are dedicated to providing clean air environments and modeling healthy behaviors for students, staff and community members.

Sincerely,

(SCHOOL DEPARTMENT SUPERINTENDENT)

