

Expiration Date: 1/31/95

1994 School Health Policies and Programs Study (SHPPS)

District Health Policies

The purpose of the SHPPS is to describe school health policies and programs nationwide, including: health education, physical education, school health services, school food service, and policies on tobacco use, alcohol and other drug use, violence, and HIV infection. Results will be used to assess school health needs at the state, district, and school levels and to improve school health programs throughout the nation.

This questionnaire is about your school health policies on tobacco use, alcohol and other drug use, violence prevention, and HIV infection, and policies to protect students from sexual harassment. Policies mean institutionalized practices, formally adopted school board policies, legislated mandates, and administrative regulations or directives.

Some questions ask you to circle the one best answer. Other questions ask you to circle or check all that apply. We understand that your district may not have certain grades or levels (e.g., elementary). Please answer every question which applies to you or your district.

Completing the questionnaire is voluntary. Participation by all respondents is requested to ensure that all state, district, and school needs are represented. All information will be summarized for the nation as a whole. You and your district will not be identified in any reports.

Public reporting burden for this collection of information is estimated to average .50 hours (or 30 minutes) per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to PHS Reports Clearance Officer; ATTN: PRA; Hubert H. Humphrey Bldg., Rm. 721-B; 200 Independence

Ave., SW; Washington, DC 20201, and to the Office of Management and Budget; Paperwork Reduction Project (0920-0340); Washington, DC 20503

TOBACCO USE POLICIES

1. For whom does your district have a written tobacco use policy? **CIRCLE ALL THAT APPLY.**

- a. District does not have a written tobacco use policy-- **SKIP TO Q.7**
- b. Students
- c. School staff

2. What types of tobacco does your district include in its tobacco use policy? **CIRCLE ALL THAT APPLY.**

- a. Policy does not specify
- b. Cigarettes (and other smoking tobacco products)
- c. Smokeless tobacco (snuff and chewing tobacco)

3. What is included in your district's tobacco use policy? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Support for tobacco use prevention education for students
- b. Definitions of tobacco products
- c. Rules against tobacco use by students
- d. Rules against tobacco use by school staff
- e. Rules against tobacco use by school visitors
- f. Descriptions of violations and possible consequences
- g. Due process guidelines for search and seizure and confidentiality
- h. Areas of jurisdiction (e.g., school building, school grounds, school-sponsored events, and school vehicles)
- i. Procedures for communicating the policy to students, school staff, and parents/guardians
- j. Procedures for implementing the policy
- k. Other (**SPECIFY**):

4. Where and when does your district's tobacco use policy for students apply? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. School buildings during regular school hours
- b. School buildings during non-school hours
- c. School grounds during regular school hours
- d. School grounds during non-school hours
- e. School-sponsored events off-campus
- f. School vehicles
- g. Specified distance from school grounds
- h. Other (**SPECIFY**):

5. Which consequences are specified in your district's tobacco use policy for student tobacco use violations? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify consequences
- b. Student's parents/guardians required to meet with school officials
- c. Student required to meet with school counselor or administrator
- d. Student referred to an assistance program
- e. Student assigned in-school detention or suspension
 - f. Student suspended from extracurricular activities
- g. Student expelled from extracurricular activities
- h. Student suspended from school
- i. Student expelled from school
- j. Alternative school programs
- k. Community service
- l. Other (**SPECIFY**):

6. Where and when does your district's tobacco use policy for school staff apply? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. School buildings during regular school hours
- b. School buildings during non-school hours
- c. School grounds during regular school hours
- d. School grounds during non-school hours
- e. School-sponsored events off-campus
- f. School vehicles
- g. Specified distance from school grounds
- h. Other (**SPECIFY**):

ALCOHOL AND OTHER DRUG (AOD) USE POLICIES

7. For whom does your district have a written alcohol and other drug (AOD) use policy? **CIRCLE ALL THAT APPLY.**

- a. District does not have a written AOD use policy -- **SKIP TO Q.11**
- b. Students
- c. School staff

8. What is included in your district's AOD use policy? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Support for AOD use prevention education for students
- b. Definitions of alcohol and other drugs
- c. Rules against AOD use by students
- d. Rules against AOD use by school staff
- e. Rules against AOD use by school visitors
- f. Descriptions of violations and possible consequences
- g. Due process guidelines for search and seizure and confidentiality
- h. Areas of jurisdiction (e.g., school building, school grounds, school-sponsored events, and school vehicles)
- i. Procedures for communicating the policy to students, school staff, and parents/guardians
- j. Procedures for implementing the policy
- k. Other (**SPECIFY**):

9. Where and when does your district's AOD use policy for students apply? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. School buildings during regular school hours
- b. School buildings during non-school hours
- c. School grounds during regular school hours
- d. School grounds during non-school hours
- e. School-sponsored events off-campus
- f. School vehicles
- g. Specified distance from school grounds
- h. Other (**SPECIFY**):

10. Which consequences are specified in your district's AOD use policy for student AOD use violations? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify consequences
- b. Student's parents/guardians required to meet with school officials
- c. Student required to meet with school counselor or administrator
- d. Student referred to an assistance program
- e. Student assigned in-school detention or suspension
 - f. Student suspended from extracurricular activities
- g. Student expelled from extracurricular activities
- h. Student suspended from school
- i. Student expelled from school
- j. Alternative school programs
- k. Community service
- l. Other (**SPECIFY**):

11. Does your district define a drug-free school zone? **CIRCLE OR SPECIFY THE ONE BEST ANSWER.**

- a. No
- b. Yes (**SPECIFY AREAS**):

VIOLENCE PREVENTION POLICIES

Physical Fighting

12. Does your district have a written policy on students' physical fighting? **CIRCLE THE ONE BEST ANSWER.**

- a. No -- **SKIP TO Q.16**
- b. Yes

13. What is included in your district's policy on students' physical fighting? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Support for violence prevention education for students
- b. Definitions of physical fighting
- c. Rules against fighting by students
- d. Descriptions of violations and possible consequences
- e. Due process guidelines for confidentiality
- f. Areas of jurisdiction (e.g., school building, school grounds, school-sponsored events, and school vehicles)
- g. Procedures for communicating the policy to students, school staff, and parents/guardians
- h. Procedures for implementing the policy
- i. Other **(SPECIFY):**

14. Where and when does your district's policy on student physical fighting apply? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. School buildings during regular school hours
- b. School buildings during non-school hours
- c. School grounds during regular school hours
- d. School grounds during non-school hours
- e. School-sponsored events off-campus
- f. School vehicles
- g. Specified distance from school grounds
- h. Other **(SPECIFY):**

15. Which consequences are specified in your district's physical fighting policy for students with physical fighting violations? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify consequences
- b. Student's parents/guardians required to meet with school officials
- c. Student required to meet with school counselor or administrator
- d. Student referred to an assistance program
- e. Student assigned in-school detention or suspension
 - f. Student suspended from extracurricular activities
- g. Student expelled from extracurricular activities
- h. Student suspended from school
- i. Student expelled from school
- j. Alternative school programs
- k. Community service
- l. Other (**SPECIFY**):

Weapon Possession and Use

16. Does your district have a written policy on students' weapon possession and use? **CIRCLE THE ONE BEST ANSWER.**

- a. No -- **SKIP TO Q.21**
- b. Yes

17. What objects does your district define as "weapons"? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Weapons are not defined
- b. Firearms
- c. All knives
- d. All knives except pocket knives
- e. Clubs or nunchakus
- f. Mace
 - g. Hair/hat pins
- h. Any facsimile of a weapon (toy guns)
- i. Matches or lighters
- j. Explosives or inflammables
- k. Any type of ammunition
- l. Slingshots
- m. Beepers
- n. Other (**SPECIFY**):

18. What is included in your district's weapons policy? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Support for violence prevention education for students
- b. Definitions of weapons
- c. Rules against weapon possession and use by students
- d. Rules against weapon possession and use by school staff
- e. Rules against weapon possession and use by school visitors
- f. Descriptions of violations and possible consequences
- g. Due process guidelines for search and seizure and confidentiality
- h. Areas of jurisdiction (e.g., school building, school grounds, school-sponsored events, and school vehicles)
- i. Procedures for communicating the policy to students, school staff, and parents/guardians
- j. Procedures for implementing the policy
- k. Other (**SPECIFY**):

19. Where and when does your district's weapons policy apply? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. School buildings during regular school hours
- b. School buildings during non-school hours
- c. School grounds during regular school hours
- d. School grounds during non-school hours
- e. School-sponsored events off-campus
- f. School vehicles
- g. Specified distance from school grounds
- h. Other (**SPECIFY**):

20. Which consequences are specified in your district's weapons policy for students with weapons violations? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify consequences
- b. Student's parents/guardians required to meet with school officials
- c. Student required to meet with school counselor or administrator
- d. Student referred to an assistance program
- e. Student assigned in-school detention or suspension
 - f. Student suspended from extracurricular activities
- g. Student expelled from extracurricular activities
- h. Student suspended from school
- i. Student expelled from school
- j. Alternative school programs
- k. Community service
- l. Other (**SPECIFY**):

21. What security measures does your district require for the school grounds? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. District does not require security measures for the school grounds
- b. Metal detectors
- c. Fence around school buildings/grounds
- d. Locked outside doors
 - e. Locked or heavily metal-meshed windows
- f. Gun-free zone signs posted around school grounds
- g. Security guards
- h. Undercover law enforcement officials
 - i. Other (**SPECIFY**):

22. What security measures does your district require for students? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. District does not require security measures for students
- b. Prohibition of gang colors
- c. Prohibition of oversized clothes that can hide weapons
- d. Student identification checks
- e. Bag, desk, or locker checks
- f. Closed campus (i.e., student remain on school grounds during school hours)

g. Other **(SPECIFY):**

23. Does your district define a weapon-free school zone? **CIRCLE OR SPECIFY THE ONE BEST ANSWER.**

- a. No
- b. Yes (**SPECIFY AREAS**):

HIV INFECTION POLICIES

24. For whom does your district have a written policy about HIV-infection? **CIRCLE ALL THAT APPLY.**

- a. District does not have a written policy on HIV infection – **SKIP TO Q.31**
- b. Students
- c. School staff

25. What is included in your district's HIV infection policy? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Support for HIV prevention education for students
- b. Support for HIV prevention education for staff
- c. Procedures for evaluating the health status of HIV-infected students and school staff
- d. Procedures for maintaining confidentiality
- e. Procedures to protect HIV-infected students and school staff from discrimination
- f. A statement about the inappropriateness of routine testing of students and school staff for HIV infection
- g. Procedures for communicating the policy to students, school staff, and parents/guardians
- h. Procedures for implementing the policy
- i. Other (**SPECIFY**):

26. According to your district's written policy, are HIV-infected students whose health permits allowed to attend school in your district? **CIRCLE THE ONE BEST ANSWER.**

- a. Policy does not specify
- b. No
- c. Yes

27. According to your district's written policy, who controls access to information about a student's HIV positive status? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify
- b. HIV-infected student
- c. HIV-infected student's parent/guardian
- d. HIV-infected student's physician
- e. Superintendent
- f. Principal
- g. Other (**SPECIFY**):

28. According to your district's written policy, are HIV-infected staff whose health permits allowed to work in the schools in your district? **CIRCLE THE ONE BEST ANSWER.**

- a. Policy does not specify
- b. No
- c. Yes

29. According to your written policy, who controls access to information about a staff member's HIV positive status? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Policy does not specify
- b. HIV-infected staff member
- c. HIV-infected staff member's physician
- d. Superintendent
- e. Principal
- f. Other (**SPECIFY**):

30. Who was involved in the development of your HIV infection policy? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

- a. Students
- b. Parents/guardians
- c. Teachers
- d. Administrators
- e. School nurses
- f. Counselors
- g. School board
- h. Local health department
- i. Medical community
- j. Mental health community
- k. Churches or other religious organizations
- l. Community-based organizations
- m. Attorneys
- n. Other (**SPECIFY**):

POLICIES TO PROTECT STUDENTS FROM SEXUAL HARASSMENT

31. Does your district have a written policy to protect students from sexual harassment? **CIRCLE THE ONE BEST ANSWER.**

- a. No
- b. Yes

PROFESSIONAL PREPARATION

32. During the past two years, on which school health policies has your district offered (provided or made available) in-service training to school staff? **CIRCLE ALL THAT APPLY.**

- a. In-service training on school health policies was not offered -- **SKIP TO Q.34**
- b. Tobacco use
- c. Alcohol and other drug (AOD) use
- d. Violence prevention (physical fighting, weapon possession and use)
- e. HIV-infected school staff
- f. HIV-infected students
 - g. HIV education
- h. Sexual harassment prevention to protect students

33. During the past two years, how many school staff has your district trained (in-service) on school health policies topics? **CIRCLE OR SPECIFY THE ONE BEST ANSWER.**

- a. **SPECIFY THE NUMBER TRAINED:** _____
- b. Don't know

34. During the past two years, on which school health policies has your district offered (provided or made available) materials to school staff? **CIRCLE ALL THAT APPLY.**

- a. Materials on school health policies were not offered
- b. Tobacco use
- c. Alcohol and other drug (AOD) use
- d. Violence prevention (physical fighting, weapon possession and use)
- e. HIV-infected school staff
- f. HIV-infected students
 - g. HIV education
- h. Sexual harassment prevention to protect students

IMPROVING SCHOOL HEALTH POLICIES

35. What would you like to **DO** with school health policies in your district that you have **NOT** been able to do? **RECORD RESPONSE IN SPACE BELOW.**

36. What has **PREVENTED** you from doing the things you just described? **RECORD RESPONSE IN SPACE BELOW.**

37. What has been MOST HELPFUL to you in improving school health policies in your district?
RECORD RESPONSE IN SPACE BELOW.

38. What SUGGESTIONS OR RECOMMENDATIONS do you have to improve school health policies in your district? **RECORD RESPONSE IN SPACE BELOW.**

39. What is your name, title, address, and telephone number? This information will be used only to contact you for additional information about your responses. You will not be identified in any reports.

Name: _____

Title: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____

Thank you for taking the time to complete this questionnaire.

Please return the completed questionnaire to your district's coordinator for this project unless

instructed otherwise.