

Tobacco Free Property Signage – Observation Worksheet

Date: _____

District and School Name: _____

Observer name(s): _____

Tips for completing:

- Complete this section with a student group or other interested parties in order to determine current signage location and any gaps
- Use the notes section to list other places signage was found, places where additional signs may be needed or note where use is occurring.

NOTE: This tool is meant to help to determine where signage is located and where it may be considered. It is not meant to imply that signs need to be in all these locations.

Signage is clearly posted:	All	Some	None	N/A	Notes:
At main entrances to the building					<p>N/A=Not Applicable- These locations are not present on campus.</p> <p>Vehicles/buses: Only select N/A if the district does not have any district vehicles/buses.</p> <p>Signs in Spanish: Select None if the district <u>posts other types of signs in Spanish</u> but does not post the tobacco-free property signs in Spanish. Select N/A if the district <u>does not post other signs in Spanish</u> and does not post the tobacco-free property signs in Spanish.</p>
At perimeters of the property					
In parking lots					
At major walkways					
Near the main office					
Auditoriums					
Gymnasiums					
At athletic fields, especially in the spectator area					
At major student gathering places					
In restrooms					
In major stairwells					
In school or district vehicles/buses					
Signs are posted in Spanish					
Other, specify:					
	Yes	No			
Was any tobacco-related litter observed?					
Were ashtrays present?					
Was any tobacco use observed?					