Graduation LTE Template

Drafted May 21, 2019

Class of 2019 should be the last (**SCHOOL NAME**) students to graduate

without a comprehensive tobacco-free school policy in place

Dear Editor,

START YOUR LETTER BY CONGRATULATING THE (**SCHOOL NAME**) CLASS OF 2019. IF YOU HAVE KNOWLEDGE OF THE CLASS, TALK ABOUT SOME OF THEIR ACCOMPLISHMENTS. IF NOT, KEEP IT GENERAL AND WISH THEM WELL AS THEY MOVE FORWARD INTO THE NEXT PHASE OF THEIR LIVES. SHARE THAT THEY RECEIVED A GREAT EDUCATIONAL EXPERIENCE AT (**SCHOOL NAME**), WITH ONE NOTABLE EXCEPTION – THEY HAD TO MAKE DO WITH A TOBACCO-FREE SCHOOL POLICY THAT DIDN’T INCLUDE E-CIGARETTES.

PROVIDE CONTEXT ON THE ISSUE BY DETAILING THE SURGE IN E-CIGARETTE USE IN WISCONSIN. USE DATA FROM TH[E WISCONSIN YTS SURVEY TO BOLSTER YOUR ARGUMENT](https://www.dhs.wisconsin.gov/tobacco/index.htm). SHARE YOUR CONCERN BY HIGHLIGHTING SOME OF THE [SPECIFIC WAYS IN WHICH YOUTH ARE EXPECIALLY VULNERABLE TO E-CIGARETTES AND NICOTINE ADDICTION](https://www.dhs.wisconsin.gov/tobacco/advisory.htm#overlay-context=tobacco/index.htm).

LET READERS KNOW THERE SHOULD BE NO DELAY IN MAKING SURE THE (**SCHOOL DISTRICT’S**) TOBACCO-FREE POLICY IS AMENDED TO INCLUDE ALL TOBACCO PRODUCTS – INCLUDING ALL E-CIGARETTES AND THEIR COMPONENTS. BY PUTTING A MORE COMPREHENSIVE POLICY IN PLACE, WE CAN PROVIDE A HEALTHIER LEARNING ENVIRONMENT FOR ALL FUTURE (**SCHOOL MASCOT NAME**) GRADUATES.

LET PARENTS AND EDUCATORS KNOW THEY CAN LEARN MORE ABOUT THE MANY UNCONVENTIONAL TOBACCO PRODUCTS HOOKING KIDS AT TOBACCOISCHANGING.COM. ALSO LET READERS KNOW HOW THEY CAN CONTACT YOUR NETWORK/COALITION IF THEY’RE INTERESTED IN LOCAL TOBACCO PREVENTION EFFORTS.