

Policy Name	Smudging, Pipe Ceremonies and other Indigenous Ceremonial Use of Smoke		
Policy #	1215	Category	Student Services
Policy Sponsor	Associate Vice-President, Student Services	Previous Revision Date	March 4, 2015
Policy Approved by	President & CEO	Revision Date	March 6, 2019
Procedures Approved by	Provost & Vice-President, Academic	Review Date	See Policy Review Date or As Required

See the related [POLICY](#).

DEFINITIONS

Cultural Safety: An environment that is spiritually, mentally, socially, emotionally, and physically safe for people.¹ Culturally safe practices include actions which recognize and respect the cultural identities of others, and safely meet their needs, expectations, and rights. Culturally unsafe practices are those that diminish, demean, or disempower the cultural identity and well-being of an individual.

Indigenous Knowledge Keepers: Persons recognized and identified by an Indigenous community as being knowledgeable about Indigenous cultural practices or world views.

Pipe Ceremony: A sacred ritual for connecting physical and spiritual worlds. The ceremony or ritual calls for a traditional pipe person to raise and pray with a pipe for the purpose of asking for a good outcome in an event. The standard practice is to ask a knowledge keeper to prepare the way for success in anything associated with Indigenous endeavors, such as for health, good relations and for goodness and peace.

Smoke: To hold or otherwise have control over ignited materials and the burning of other herbs and elements that produce smoke.

Smudging: Is a sacred Indigenous ceremony that involves burning sacred plants, such as sweetgrass, sage and/or cedar, to purify people, ceremonial and ritual space, and ceremonial tools and objects.

PROCEDURES

1. Designated Sites
 - a. Wherever possible, there will be multiple specific, designated sites at each campus and business location where smudging and other cultural ceremonies involving smoke can be conducted at any time.

¹ This definition is informed by Policy Number 7311-20-004, Facilitating of Smudging Ceremonies, Saskatoon Health Region (Approved, April 11, 2016). See also, Nursing Council of New Zealand, "Guidelines for Cultural Safety, the Treaty of Waitangi, and Maori health in Nursing Education and Practice (2011).

- b. Designated sites may be used for smudging and cultural ceremonies involving smoke at any time without prior notice.
- c. It is preferable that multiple sites be designated at a given campus or business location for this purpose in order to accommodate the needs of Indigenous students and employees in a time-sensitive manner.
- d. The manager, Facilities, of the Saskatchewan Polytechnic campus or business location, in consultation with the director, Indigenous Strategy (or designate), and the director, Health, Safety, and Security (or designate), is responsible to determine designated sites for smudging and other cultural ceremonies involving smoke.
- e. The manager, Facilities, of the Saskatchewan Polytechnic campus or business location will determine specific equipment needs for each site designated for smudging and other cultural ceremonies involving smoke.
- f. The list of sites at each campus or business location designated for smudging and other cultural ceremonies involving smoke will be kept on file by the manager, Facilities, and will be made available upon request.

2. Non-Designated Sites

- a. Occasionally, students or employees may desire to have smudging and other cultural ceremonies involving smoke take place in non-designated sites, such as classrooms, offices, or public spaces.
- b. In such instances, the requestor should make their desire known to the manager, Facilities, of the campus or business location at which the smoke would be used. The request must be made 5 (five) business days prior to the anticipated ceremony.
- c. The manager, Facilities, in consultation with the manager, Health, Safety, and Security and a human resource consultant, will determine if the desired smudging or cultural ceremony will be possible, what other equipment may be necessary, notification procedures with individuals who may be affected, and what accommodations may be required.
- d. When it has been determined that a site is intended to be used for a specific smudging or a cultural ceremony involving smoke, a sign shall be posted and an email sent to the campus or business location notifying staff of the event no less than 2 (two) business days prior to the scheduled smudging or cultural ceremony involving smoke.
- e. Consideration must be given to other employees and students who may be allergic to smoke or who would prefer not to be exposed. Students and employee who find themselves in this position are invited to speak to Accessibility Services or the Human Resources Office, respectively, in order to discuss options for accommodation.
- f. If it is determined that a specific request for smudging or a cultural ceremony involving smoke is not possible in the requested location or at the requested time, the manager, Facilities, and the person making the request, are invited to meet together with the appropriate Indigenous Knowledge Keeper to determine alternatives.

3. Accommodations

- a. Where a student has a medical or other reason for avoiding the smoke produced by smudging, they may contact Accessibility Services to request accommodations to be made

on their behalf. Medical certification may be required to verify the need for accommodations. See policy # 712 Reasonable Accommodation.

- b. Where an employee has a medical or other reason for avoiding the smoke produced by smudging, they may contact the Human Resources Office on their campus or business location in order to request accommodations to be made on their behalf. Medical certification may be required to verify the need for accommodations. See policy #712 Reasonable Accommodation.

4. Roles and Responsibilities

- a. The manager, Facilities, at each Saskatchewan Polytechnic campus and business location is responsible for:
 - i. Compiling and maintaining a list of appropriate sites designated for conducting smudging, pipe ceremonies, including required equipment set-up;
 - ii. Posting campus-specific criteria related to the use of smoke during Indigenous cultural ceremonies;
 - iii. In collaboration with the manager, Health, Safety, and Security, and the human resources consultant, determine if a site may be used for occasional smudging; and
 - iv. Notify the campus or business location of smudging or cultural ceremony involving smoke no less than two business days prior to the scheduled event.
- b. The director, Indigenous Strategy, is responsible for:
 - i. In collaboration with the associate vice-president, Facilities Management, identifying, acquiring, and modifying a new space and placing it in service for these functions if an appropriate campus space cannot be made available; and
 - ii. Answering questions or concerns from students, employees, third-party tenants, contractors or members of the public related to smudging and cultural ceremonies involving smoke.
- c. Indigenous Strategy Staff (coordinator, Student Centre coordinators, student advisors) are responsible for:
 - i. Teaching, interpreting, and providing guidance on smudging and cultural ceremonies involving smoke; and
 - ii. Supporting students and providing resources for instructors in the practice of smudging.
- d. The manager, Health, Safety, and Security, at each campus and business location is responsible for ensuring compliance with Occupational Health and Safety Regulations.
- e. The Accessibility Services is responsible for responding to requests for accommodations from students who are allergic or sensitive to smoke.
- f. Human resources consultants at each campus and business location are responsible to receive requests for accommodation from employees and coordinate accommodations for employees who are sensitive or allergic to smoke.

5. Consequences of Non-Compliance

- a. Non-compliance with this policy and the accompanying procedures may result in the consequences outlined in #506-G Policy Development and Administration.