



# No Smoking Policy

## Whinney Banks Primary School

Review Date	Reviewer	Comments
July 2013	BE	Policy update
July 2017	EL	Policy Review

## **1.0 INTRODUCTION**

- 1.1 The school has a duty of care to protect the health, safety and welfare of its staff and pupils. School recognises that tobacco smoke, including secondary smoke inhaled from another person's lit tobacco, is a public health hazard and can cause cancer, strokes, heart disease and respiratory disease in both smokers and non-smokers.
- 1.2 This policy prohibits smoking, including the use of e-cigarettes or other tobacco products on the school site.

**Any references to smoking in this policy include all of the above, including 'vaping'.**

## **2.0 SCOPE**

- 2.1 This policy applies to all staff, visitors and members of the public within school grounds and immediate vicinity of the premises. Casual/supply staff, local authority employees, agency staff, contractors, self-employed workers and volunteers must also adhere to this policy whilst on the school site.

## **3.0 AIM**

- 3.1 This policy demonstrates the school's commitment to promoting the health of pupils and employees. The primary aims of this policy are to:
  - Provide a smoke free school environment for everyone.
  - Comply with the requirements of the Health Act 2006, which prohibits smoking in enclosed work places, public buildings, offices and work vehicles.
  - Comply with the Health and Safety at Work Act 1974 provisions requiring employers to provide a working environment that is safe and without risk to health.
  - Support employees wishing to stop smoking.

## **4.0 POLICY**

- 4.1 The Headteacher is responsible for ensuring that all employees are aware of the policy and that breaches of the policy are dealt with accordingly.
- 4.2 Employees are responsible for ensuring they abide by this policy and comply with the smoking prohibition requirements in the Health Act 2006.
- 4.3 Smoking is not permitted, at any time, in any school owned and/or managed buildings or in grounds within the immediate vicinity of such buildings including entrances and exits.
- 4.4 Smoking is not permitted in school owned or supplied vehicles. Employees must not smoke in their own vehicles whilst on school business when another person is present.

- 4.5 Smoking breaks during work time are not permitted. Smoking is permitted during official breaks, such as lunch breaks, provided that it is not in a workplace or school managed or owned premises or in the immediate vicinity of these premises.
- 4.6 Staff are requested not to smoke in view of pupils during school hours (or just before/after) even if they are not on the school site in order not to portray smoking as acceptable and particularly since staff are viewed as role models by the pupils.
- 4.7 Smoking whilst on school business during working time is not permitted in any building or any workplace irrespective of ownership.
- 4.8 All staff and parent helpers are expected to refrain from smoking on all school trips, activities and events at all times.
- 4.9 Visitors/members of the public must be made aware of the policy as appropriate, any breaches of the policy will be addressed. If an offender continues to smoke after they have been asked to stop, the offender must be asked to leave the premises. When implementing the No Smoking Policy if an employee feels threatened or believes they are in a potentially dangerous situation they must inform the Headteacher.
- 4.10 School will enforce this policy as part of its 'terms and conditions of employment'.
- 4.11 Employees in breach of this policy will be dealt with under the disciplinary policy.

## **5.0 SOURCES OF SUPPORT FOR SMOKERS**

- 5.1 Smokers who require information about quitting can contact:
- NHS Smoking Helpline 0800 4346677
- 5.2 Stop smoking support sessions are available at the Live Well Centre, Dundas Arcade. The service also offers support quitting e-cigarettes. Contact the Specialist Stop Smoking Service on 01642 383819 for more information.

## **6.0 EQUALITY STATEMENT**

- 6.1 This policy must be applied fairly to all employees irrespective of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, marriage and civil partnership.

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Policy to be reviewed: September 2018