

Saltersgate Junior School



SMOKE FREE ENVIRONMENT POLICY

PERSONS RESPONSIBLE FOR POLICY:	MRS M E OXER: HEADTEACHER
	Mrs A Webber: CHAIR OF GOVERNORS

Revision Date	Revision Version	Previous Revision Date	Previous Version	Summary of Changes
20/12/13	New Policy			
Spring 2015	1	20/12/13		Electronic Cigarettes
Spring 2018	2	Spring 2015	1	Governor changes

1. Introduction

1.1 Part 1 of the Health Act 2006 will make virtually all (substantially) enclosed public and work places, including vehicles, smoke-free. The law will come into force on 1st July 2007. However, Central Government requires Government, Local Government and the NHS to make a clear commitment to a smoke free environment earlier than this date through the Public Health White Paper, 'Choosing Health.'

1.2 Second-hand smoke (passive smoking) – breathing other people's tobacco smoke – has now been shown to cause lung cancer and heart disease in non-smokers, as well as many other illnesses and minor conditions.

1.3 (*Insert name of School*) School is committed to promoting the good health of its employees and the provision of a safe working environment. The governing body has a duty, under health and safety legislation, to ensure the health, safety and welfare of all employees, including the working environment 'so far as is reasonable practicable' and is committed to fulfilling this duty by providing a smoke-free environment for all staff.

1.4 In recognition of the above the School is implementing a policy on providing a smoke free environment, the details of which are set out below.

2. The Objectives

2.1 The specific objectives of the policy are as follows:

- (a) to contribute to a healthy and safe environment for the School's employees
- (b) to ensure that all staff, pupils and visitors to School's premises benefit from a smoke-free environment
- (c) to protect employees from the hazards of second-hand smoke inhalation whilst at work
- (d) to heighten staff awareness of the health risks associated with smoking
- (e) to provide opportunities, assistance and support to those employees who wish to give up or cut down smoking.

3. Policy Provisions

3.1 Smoking is not allowed in School or Council vehicles.

3.2 Smoking in private vehicles during work time is not encouraged so that the driver has full control of the car. If there are any passengers in the car that do not smoke then there must be no smoking. If there are any pupils in the vehicle then smoking is not allowed.

3.3 Smoking is not permitted in any part of the School's premises and grounds.

3.4 Smoking is not allowed whilst on duty.

3.5 In order to set a good example and lead the way in promoting healthy living initiatives the governing body expect that before smoking, any school identity wear should be removed.

3.6 The Governing Body would also expect that staff will consider the appearance of the school when leaving the premises to smoke and avoid congregating outside school entrances and driveways.

3.7 The policy applies to staff, governors, visitors and contractors and pupils regardless of their status or business with the school.

3.8 All visitors, contractors and deliverers are required to abide by the Smoke Free Environment Policy. Staff members are expected to inform visitors to the School of the Policy. However, they are not expected to enter into any confrontation that may put their personal safety at risk. This will apply during both term and non-term time.

3.9 When attending meetings or other events at venues where smoking is permitted, staff are expected not to smoke, both because they are representing the School and therefore its strategy on tackling smoking, and because it is important not to expose others to second-hand smoke.

3.10 When staff are accompanying a school visit, trip or residential outing then staff should never smoke in front of pupils. If a member of staff needs to smoke then they should arrange to take a break when the pupils can be fully supervised by other colleagues and ensure they are out of view of pupils and in an appropriately designated smoking area.

3.11 This policy is intended to benefit all staff and visitors and all staff are responsible for its continued implementation

3.12 Managers must play their part in promoting the policy. If the manager identifies that an employee genuinely needs assistance in adhering to the policy they can draw their attention to the available support and assistance outlined in section 4 of the policy. The employee may also contact Health and Well Being for advice.

4. Support and Assistance for Smokers

4.1 The governing body is committed to helping smokers comply with the policy and the Council's Health and Well Being Section will offer a programme of support, in partnership with the NHS, for employees who would like help to stop smoking. For those who do not wish to stop smoking, support will also be offered to help them manage not smoking during working hours.

4.2 The School will, with support from the Health and Well Being Service:

(a) Develop and publicise Health at Work fact sheets on giving up smoking, the health risks associated with smoking and managing nicotine addiction during working hours

(b) Arrange 'Stop Smoking' health promotion classes in conjunction with NHS colleagues

(c) Provide tests for carbon monoxide levels in the blood, and counselling and support for employees with difficulties as requested.

4.3 Further advice and support on stopping smoking can be obtained from Health and Well Being on 01302 737145 and the NHS Smoking Helpline on 0800 1690169 or www.givingupsmoking.co.uk

4.4 Electronic Cigarettes:

Although they fall outside of the scope of smoke free legislation, the Council prohibits the use of electronic cigarettes in workplaces for the following reasons:

- There are no guidelines surrounding the content of the vapour from the e-cigarettes which may or may not be a risk to the health of those nearby.
- There are no current standards in the manufacturing of e-cigarettes, or regulation of the amount of nicotine taken when used.
- The vapour produced could irritate other employees.
- Some e-cigarettes are easily mistaken for real cigarettes and could create a bad impression for visitors, customers and other employees.
- E-cigarettes are not regulated and there is no evidence that they are a safe and effective nicotine replacement therapy for smokers.
- The use of e-cigarettes may undermine smoking prevention and cessation by reinforcing the normalcy of cigarette use in public and workplaces.
- To prevent the uptake of smoking by children and young people the strongest evidence is with role modelling – i.e. non-smoking parents, adults and environments and consistent, repeated educational messages.

5. Recruitment

A statement referring to the School being a Smoke Free Environment is included in:

- Application Information Packs
- Recruitment Bulletins

6. Scope

6.1 The policy applies to all teachers and employees in Schools where the governing body has delegated powers.

6.2 The policy applies to visitors, contractors regardless of their status or business with the Council.

6.3 Smoking is not allowed in any part of the School's premises and grounds, including offices, corridors, toilets and car parks.

7. Enforcement

7.1 In the first instances, during the initial implementation of this Policy, if a member of staff is found to have breached it, it may be appropriate to ensure they are aware of the details and requirements of the Policy. However, repeated breaches of this policy may be considered as misconduct under the disciplinary procedure.

8. Monitoring

8.1 In order to ensure fair and effective management of this policy, arrangements have been put in place to ensure the process is monitored.

8.2 The policy will be reviewed in 12 months after implementation to ensure that it still meets with the requirements of legislation.

Original Approved By: Governing Body – *Date*

First Edition: Version 1 Adopted Date: