



Staploe Education Trust

Smoking Policy

Version:	1.2
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Approved by:	Infrastructure Committee
Date:	Summer 2021
Review date:	Summer 2024

Introduction

Staploe Education Trust regards itself as a health-promoting organisation. It recognises that its staff act as role models for pupils in all aspects of school life, including health promotion.

For the purpose of this policy, Smoking is taken to include all use of tobacco products, herbal substitutes and electronic cigarettes (vaping).

This Smoking Policy has been implemented to:

- protect the staff, children and young people, visitors and contractors from the effects of smoke from tobacco, herbal substitutes and electronic cigarettes;
- acknowledge the educational role of the organisation in discouraging children and young people from starting to smoke;
- enable the school to be a health promoting organisation; raise awareness of the dangers of smoking through the Personal Social and Health Education Programme.

Purpose

The purpose of this Smoking Policy is to provide a healthy and safe working environment for all employees, pupils, parents, contractors and other visitors.

The intention is not to confront smokers but to encourage and help those that wish to give up. The issue is not whether someone smokes but where and when he or she smokes.

Policy Statement

All employers have a duty to ensure, as far as reasonably practicable, the health and safety of their employees. This duty is reflected in legislation, which places on the employer the requirement to assess risks to employees' health in the workplace and take appropriate remedial action.

In schools the discretion to set a smoking policy rests with the Staploe Education Trust, which develops policies that are appropriate for our schools whilst recognising the County Council's position on this matter. The Council operates a No Smoking Policy in its workplace.

Smoking is known to be a serious risk to health. It is a significant cause of disease and premature death. In addition, there is evidence that "passive smoking", the inhaling of other people's smoke, can cause lung cancer in non-smokers, as well as causing a deterioration of respiratory conditions.

The prohibition of herbal substitutes and electronic cigarettes wherever smoking is prohibited is on the basis that these products do not provide recognised health

benefits while introducing several negative consequences including undermining the enforcement of the Smoking Policy.

Whole School Ban

This Smoking Policy does not allow any smoking within the boundaries of each school site at any time, by anyone – employees, parents or visitors, under any circumstances. Smoking is prohibited in line with legal requirements.

Smoking constitutes a fire risk. There are many ignition sources at each school, including electrical equipment/distributions/extension cables, cooker hotplates etc.

It is also a proven hazard to the health of employees, both smokers and non-smokers, through passive smoking, and as such does not create a healthy environment for the children or staff to work in.

It is the responsibility of the Headteacher or his/her representative(s) to enforce the policy at all times and to advise employees and ensure that visitors to the site comply with these arrangements.

Any contractor employed on site will be made aware of the ban before work is undertaken. It will be written into service specifications for contractors.

Smoking will not be permitted by any group hiring our school premises for functions or regular lettings and this will be written into the hire agreement.

The school will post notices reminding people that this is a smoke free site.

Support for Employees

Staploe Education Trust recognises that staff who smoke may need support either to give up smoking or help control their smoking.

Each school will make available to employees the NHS smoking helpline number to get free advice and for information on the nearest Stop Smoking Service on 0300 123 1044.

For staff finding it particularly difficult to adhere to this Smoking Policy, it may be appropriate to seek assistance from an Occupational Health Advisor.

Employee Co-operation

- Staff are not allowed to smoke in the presence/sight of pupils or parents - this would include trips outside of school hours.
- Staff are not allowed to smoke on school premises.
- All new and prospective employees will be advised of the restrictions and rules regarding smoking at work through advertising material, the interview process and induction.
- Information will be included in the school prospectus and website.
- It is anticipated that all employees will comply with the Smoking Policy. In circumstances where there is willful contravention of the Smoking Policy, steps may be taken to invoke disciplinary procedures.

Outside Agencies Using the School Premises

The Smoking Policy applies to all social events held on trust premises. When events are booked, individuals will be made aware of the Smoking Policy by the person responsible for taking the booking (it states this in the guidelines for hiring of premises).

Pupils

- Smoking among pupils during school hours, as well as on school trips/visits, is not permitted
- Help will always be provided to those pupils who want advice.
- Pupils caught smoking, or with cigarettes including electronic cigarettes will be dealt with in accordance with each schools Behaviour Policy.

Parents

Parents will be informed of this Smoking Policy and any changes thereto through newsletters and other forms of communication.

Signage

Clearly worded signs will be sited at the gates, entrance(s) and in prominent positions throughout each school premises.

Policy Review

Policies will normally be reviewed on a 3-year cycle unless otherwise stated. This review may be brought forward as required by the Trust to reflect changes in supporting advice/guidance.