

## Three Rivers Federation No Smoking Policy



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| <b>Owner</b>          | T&L Committee                              |
| <b>Approver</b>       | Clare Werry                                |
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### DOCUMENT TITLE :        **No Smoking Policy**

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# **No Smoking Policy**

## **July 2021**

### **1. INTRODUCTION**

The Three Rivers Federation has a duty of care to protect the health, safety and welfare of its staff and pupils.

The Federation 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.

This policy prohibits smoking, including the use of e-cigarettes or other tobacco products, on site of any Three Rivers Federation premises, namely Clyst St Mary Primary School and Stoke Canon Primary School, and as set out in more detail below.

Any references to smoking in this policy include 'vaping'.

### **2. SCOPE**

This policy applies to all staff, visitors and members of the public within the grounds and immediate vicinity of any Three Rivers Federation premises (Clyst St Mary Primary School and Stoke Canon Primary School), and on school trips as set out in paragraph 4 below.

Casual/supply staff, local authority employees, agency staff, contractors, self-employed workers and volunteers must also adhere to this policy.

### **3. AIM**

This policy demonstrates the Three Rivers Federation'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.

### **4. POLICY**

The Headteacher is responsible for ensuring that all employees are aware of the policy and that breaches of the policy are dealt with accordingly.

Employees are responsible for ensuring they abide by this policy and comply with the smoking prohibition requirements in the Health Act 2006.

Smoking is not permitted, at any time, in any Three Rivers Federation premises, whether owned and/or managed buildings or in grounds within the immediate vicinity of such buildings including entrances and exits.

Smoking is not permitted in any Three Rivers Federation vehicles, whether owned or supplied. Employees must not smoke in their own vehicles whilst on school business when another person is present.

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 premises which are managed or owned by the Three Rivers Federation or in the immediate vicinity of these premises.

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.

Smoking whilst on school business during working time is not permitted in any building or any workplace irrespective of ownership.

All staff and parent helpers are expected to refrain from smoking on all school trips, activities and events at all times.

Visitors/members of the public must be made aware of the policy as appropriate, and any breaches of the policy will be addressed. If a person continues to smoke after they have been asked to stop, the person 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.

The Three Rivers Federation and/or Clyst St Mary Primary School or Stoke Canon Primary School will enforce this policy as part of the terms and conditions of employment of employees.

Employees in breach of this policy will be dealt with under the disciplinary policy.

## **5. SOURCES OF SUPPORT FOR SMOKERS**

Smokers who require information about quitting can get more information here:

<https://www.nhs.uk/live-well/quit-smoking/take-steps-now-to-stop-smoking/>