



**Love ~ Respect ~ Shine**

## **SMOKE FREE / E-CIGARETTE POLICY**

<b>Version</b>	<b>Author</b>	<b>Policy approved by</b>	<b>Approval date</b>	<b>Review date</b>	<b>Changes made?</b>
V1	P.Glynn	Resources Committee	February 2018	February 2019	N
		Resources Committee	February 2019	February 2020	N
		Resources Committee	February 2021	February 2022	N
		Resources Committee	February 2022	February 2023	N
		FGB	July 2023	July 2025	N

## **Aims of the Policy**

Cheadle Catholic Infant School has a responsibility for the health of pupils, staff and visitors in its buildings. Cheadle Catholic Infant School acknowledges that breathing other people's smoke is a health hazard and a welfare issue, which is proven to cause ill health. This policy recognises that second-hand smoke adversely affects the health of employees and children and is in line with national legislation which bans smoking in all enclosed public places.

Cheadle Catholic Infant School actively encourages its employees, contractors and formal visitors inclusive of volunteers to refrain from smoking at any time as this will benefit the health of the employees and children present.

The policy seeks to:

- Guarantee a healthy working environment and protect the current and future health of employees, children and visitors.
- Guarantee the right of everyone to breathe air free from tobacco smoke/ vaping or any fumes.
- Comply with legislation inclusive of Smoking, Health & Safety and Employment Law.
- Raise awareness of the dangers associated with exposure to tobacco smoke/ vaping.

The Health Act made a commitment to secure smoke free workplaces in England from summer 2007. Section 2(2) of the Health and Safety at Work etc. Act 1974 places a duty on employers to:

*'...provide and maintain a safe working environment which is, so far as is reasonably practical, safe, without risks to health and adequate as regards facilities and arrangements for their welfare at work.'*

The aim of this policy is to:

- Protect the health of staff and children.
- Protect the health of visitors, volunteers and contractors.
- Inform employees and managers of their responsibilities in respect of the policy.
- Support smokers to help them cope with increased restrictions or to stop smoking.

This policy will apply to all staff, visitors, contractors and other persons who enter the premises, inclusive of outside areas of Cheadle Catholic Infant School.

## **Restrictions on Smoking/ Vaping.**

Smoking/ vaping is not permitted in any part of the buildings, grounds/or entrances managed, leased or owned by the school at any time, by any person regardless of their status or business with the organisation.

All visitors, contractors and deliverers are required to abide by the smoke free policy. Staff members are expected to inform visitors of the policy. However, they are not expected to enter into any confrontation that may put their personal safety at risk.

Smoking / vaping is not permitted in school vehicles – i.e. mini bus vehicles. Smoking/ vaping is not permitted in leased or staff private vehicles while used on school business and when pupils are present.

Contractors working on behalf of Cheadle Catholic Infant School should adhere to this policy. The following wording should be added to contractor agreements:

Cheadle Catholic Infant School has a duty to protect the health of its employees and residents. As part of this, contractors undertaking work on behalf of Cheadle Catholic Infant School will abide by the smoke free policy which requires staff to refrain from smoking/ vaping while on premises.

## **Support for Smokers**

Cheadle Catholic Infant School recognises its duty towards employees who smoke. Support is available from the Healthy Stockport Service.

## **Implementation of the Policy**

The formal implementation for this policy will commence on 1<sup>st</sup> April 2014.

To ensure that everyone entering the school site understands that smoking is not allowed on school premises and that clear signs will be displayed.

Tenders and contracts with Cheadle Catholic Infant School will stipulate adherence to this policy as a contractual condition. Existing contracts will be modified as soon as possible.

Any member of staff refusing to observe the policy by smoking or using e-cigarettes will be liable to disciplinary action in accordance with the school's Disciplinary Policy.

In the event of a breach of the policy by a visitor or employee of other organisations, they should be asked to extinguish all smoking materials. If they continue to smoke the matter should be referred to the Head Teacher who will raise the matter with the organisation in question. Formal complaints procedures will be invoked.

**Headteacher: Pamela Glynn**

**Chair of Governors: AM Nugnes**