



Name of policy: Smoking Policy

Version	Date	Approved by governors	Description
1	June 2010	01/07/10	Original Version for approval
2	Summer 2013	Summer 2013	No changes made

This policy is due for review on: Summer 2015



Policy Statement

All employees 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.

Smoking is known to be a serious risk to health. It is a significant cause of disease and premature death. In addition there is now 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.

Purpose

The purpose of this 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.

Scope

Whole school ban

No smoking within the boundaries of the school site is permissible at any time, by anyone – employees, parents or visitors, under any circumstances.

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 would be made aware of the ban before work is undertaken. It would be written into service specifications for contractors.

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

Support for employees

The Governing Body recognises that staff who smoke may need support either to give up smoking or help control their smoking.

The NHS smoking helpline number below can be called to get free advice and for information on your nearest Stop Smoking Service on 0800 022 4332.

Employee co-operation

It is anticipated all employees co-operate with the policy. In circumstances where there is willful contravention of the policy, steps may be taken to invoke disciplinary procedures.