



SMITHILLS SCHOOL

POLICY: Smoking Policy

RATIONALE

This school 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. Our definition of smoking includes the use of e-cigarettes.

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. The policy covers all aspects of school life, including but not exclusively all activities, extra curriculum and visits.

PURPOSES

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| 1. | The purpose of this Smoking Policy is to provide a healthy and safe working environment for all employees, pupils, parents/carers, contractors and other visitors. |
| 2. | 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. |

Written By: Mike Sidebottom, Vice Principal

Signed:  **Principal** **Date:** March 2017

Approved on behalf of Governing Body:

 **Date:** March 2017

For Review: February 2018

**GUIDELINES**

1.	This Smoking Policy does not allow any smoking or vaping within the boundaries of the school site at any time, by anyone – employees, pupils, parents/carers or visitors.
2.	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.
3.	Any contractor employed onsite is to be made aware of the ban before work is undertaken. This will be written into service specifications for contractors.
4.	Smoking or vaping is not permitted by any group hiring the school premises for functions or regular letters and is to be written into all hire agreements.
5.	The school will post notices reminding people that this is a smoke free site.
Support for Employees	
1.	The Governing Body recognises that staff who smoke may need support either to give up smoking or help control their smoking.
2.	The school will make available to employees the NHS smoking helpline number to get free advice and for information on your nearest Stop Smoking Service on 0800 013 0845.
3.	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	
1.	Staff are not allowed to smoke or use an e-cigarette in the presence/sight of pupils or parents. This includes trips outside of school hours.
2.	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.
3.	This Smoking Policy is to be incorporated into the standard terms and conditions of employment for all employees.
4.	It is anticipated that all employees will comply with the Smoking Policy. In circumstances where there is wilful contravention of the Smoking Policy, steps may be taken to invoke disciplinary procedures.
Pupils	
1.	Smoking or vaping among pupils during school hours is not permitted, including travel to and from school.



2.	Smoking or vaping among pupils on school visits or trips is not permitted.
3.	Help will always be provided to those pupils who want advice.
4.	Pupils caught smoking or vaping will be put on a register of smokers and a disciplinary programme will be followed: <ul style="list-style-type: none">• Referral form completed• Intervention by Head of House• Letter home to parents/carers• Loss of privileges/supervision over free time/after school detention/a fine with a charity donation• Awareness session on the dangers of smoking• Details on support on the dangers of smoking• Referral to a drop in session with school nurse• Repetition or refusal to comply may result in fixed term exclusion

Parents

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

Signage

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

Review

The School Smoking Policy will be monitored annually by the School's Senior Management Team in consultation with staff and a report made to the Governing Body.