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SMOKE FREE POLICY

Last Update: September 2024
Next Update: September 2027

Policy Title:	Smoke-Free Policy
Outcomes:	<ul style="list-style-type: none"> ● To comply with smoke-free legislation. ● To clarify the rights and expectations of Staff, Young People, Visitors, Contractors and Other Interested Parties. ● To embed supports and planning for smoking cessation. ● To help with the mitigation of fire or smoking related environmental risks.

EQUALITY AND DIVERSITY STATEMENT

First Steps Together is committed to the fair treatment of all in line with the Equality Act 2010. An equality impact assessment has been completed on this policy to ensure that it can be implemented consistently regardless of any protected characteristics, and all will be treated with dignity and respect.

ENVIRONMENT, SOCIAL, GOVERNANCE (ESG) STATEMENT

First Steps Together is committed to responsible business practices in the areas of: Environmental Stewardship, Social Responsibility, Governance, Ethics & Compliance. An ESG impact assessment has been completed on this policy to ensure it can be implemented successfully without adverse implications on our Group goals.

To ensure that this policy is relevant and up to date, comments and suggestions for additions or amendments are sought from users of this document. To contribute towards the process of review, please email the executive headteacher.

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1. STATEMENT AND VISION

1.1 Schools are subject to the same smoke free legislation as other business premises. Our aim is the active promotion of a smoke free working environment for all our employees, young people and visitors consistent with the objective of health protection and promotion within an education setting.

1.2 FIRST STEPS TOGETHER WILL:

- a) Protect all employees, young people and visitors from exposure to second-hand smoke and to assist compliance with the Health Act 2006.
- b) Ensure that the policy is applied to all employees, consultants, contractors, young people, visitors and all other interested parties.
- c) Demonstrate the establishment's commitment to promoting the health of its children/young people and staff.
- d) Promote the model of smoke-free establishments throughout First Steps Together.

- e) Prohibit smoking, vaping and use of E-Cigarettes on the premises, including company vehicles and private vehicles used for carrying children and young people on establishment business.
- f) Involve children and young people, staff, parents and carers in the development and implementation of a smoke-free site.
- g) Ensure all children and young people understand the non-smoking policy.
- h) Ensure that new personnel are made familiar with the policy upon recruitment/induction.
- i) Display appropriate 'no-smoking' signs at the entrances to and within the premises and in all smoke-free vehicles.
- j) Invoke the establishments' disciplinary procedures if a member of staff does not comply with the policy. (Non-compliance may also result in a fixed penalty fine and possible criminal prosecution).
- k) Provide information and support for smokers to quit e.g. promoting access to smoking cessation classes, which may be provided on the school site.

1.3 Prohibit smoking, vaping and use of E-Cigarettes on the premises, including company vehicles and private vehicles used for carrying children and young people on establishment business.

- a) Offer information and advice for those who wish to stop smoking.
- b) Ensure there are clear procedures to ensure that the prohibition of smoking will apply on the premises and during related establishment activities undertaken outside establishment premises, e.g. Educational Visits.
- c) Ensure there are clear procedures for dealing with children who attempt to smoke.
- d) Issue directives to staff that children under 18 years of age may not purchase tobacco by law and that staff may not purchase tobacco on behalf of children.

- e) Inform visitors of the establishment's policy.
- f) Enforce the need for young people to have consistent messages and require non-smoking role models within the establishment.
- g) Ensure appropriate signage.

2 REFERENCES

- a) [The Health Act 2006](#)
- b) [The Smoke-free \(Premises and Enforcement\) Regulations 2006](#)
- c) [The Smoke-free \(Exemptions and Vehicles\) Regulations 2007](#)
- d) [The Smoke-free \(Vehicle Operators and Penalty Notices\) Regulations 2015 Amendment](#)
- e) [The Smoke – free \(Penalties and Discounted Amounts\) Regulations 2007](#)
- f) [The Smoke-free \(Signs\) Regulations 2012](#)
- g) [DfES and ACPO Drug Advice for Schools September 2012](#)