

**CHRIST CHURCH CE (VC) PRIMARY SCHOOL
A1 HEALTH & SAFETY POLICY
APPENDIX N - NON SMOKING PROCEDURE**

Principles

- Christ Church Primary is committed to providing a healthy environment and to promoting healthy living. We believe that everyone is entitled to work in a smoke free environment where they are protected from the effects of second hand smoke. We are committed to providing a safe environment for the children who attend our school.
- Our policy and practice are informed by The National Institute for Health Care and Excellence (NICE) guidelines and recommendations <https://www.nice.org.uk/guidance/ph23/chapter/1-Recommendations>

As a school we have a responsibility to:

- guarantee a healthy environment for employees, pupils and visitors to the school,
- ensure that the school complies with the Health & Safety Legislation, Employment Law and the Health Bill 2006 (effective from 01/07/07) and The Smoke-free (Vehicle Operators and Penalty Notices) (Amendment) Regulations 2015 (effective from 01/10/15)
- guarantee the right of non-smokers to breathe in air free from tobacco smoke and
- take account of the needs of those who smoke and support those who wish to stop.

Guidelines:

- In line with the above mentioned legislation, Christ Church Primary School became a non-smoking environment as from 1st July 2007.
- All staff (teaching, peripatetic, support and non-teaching) as well as visitors and pupils may not smoke while on school premises (which includes the school building and grounds). The prohibition of smoking will apply during related school activities undertaken outside school premises, e.g. educational visits. The same restrictions apply to 'E-cigarettes'.
- Failure to comply with this policy will be dealt with through Disciplinary Procedures.
- All members of staff will be made aware of the schools' procedures, which will become part of their contract of employment.
- Visitors to the school will be informed that the school is a non-smoking environment.
- Signs and notices shall be posted in prominent positions throughout the premises.
- The present rules which forbid smoking by pupils whilst on the school premises or while engaged in school related activities outside school remain unchanged.
- When school premises are used for purposes other than school related activities, the school's non-smoking procedures will remain in operation. Outside agencies who book the school for use outside normal school hours will also be informed that smoking is not permitted at the school.
- Staff may not transport children in their cars if they have been smoking inside them.
- Parents/carers and staff must not smoke in their cars whilst transporting pupils.
- No one is allowed to smoke (including 'E-cigarettes) within 30 meters of the school premises (this includes members of staff who wish to smoke in their own cars whilst those cars are parked on the school's premises).

Support for staff:

- The management team of the school are keen to support those members of staff who wish to stop smoking. Support and advice can be obtained from the our local NHS Stop Smoking Services by calling 0800 0224332 or via their website <https://www.nhs.uk/smokefree>

Implementation:

- The Senior Management Team has the responsibility of implementing these regulations.
- This document will be published on the school website.
- Adequate signage will be in place to ensure that all staff, visitors and parents are aware of the regulations.
- New staff will be advised of the school's procedures as part of the induction process.

Updated on:	2/10/15
Renewal date:	2/10/16