

# NO SMOKING POLICY

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| Local Governing Body Approval | |
| Name: | Signature: |
| Date: September 2020 |  |
| Review Date: Autumn Term 2021 |  |

St Bede’s Catholic School and Sixth Form College is committed to promoting the good health of its students and employees and the provision of a safe working environment. The school has a duty, under Health and Safety legislation, to ensure the health, safety and welfare of all employees, including the working environment ‘so far as is reasonably practicable’ and is committed to fulfilling this duty by providing a smoke-free environment for all staff, students and stakeholders. Parents, staff and Governors will be asked to support the messages contained within the policy and adhere to the smoking policy at all times.

This policy will be monitored on an annual basis to ensure that it is running effectively.

**INTRODUCTION**

This policy provides guidance for members of the school community on why we are a smoke free school. It has been developed with the need to protect the whole school community so that everyone can learn and work in a smoke free environment. This policy applies to everyone using the premises (including all grounds and buildings) for any purpose, at any time. Further, due to the impressionable nature of young people and the requirement to ensure that the school is viewed in a positive light within the local community, the policy also applies to the immediate vicinity of the school, defined as ‘within sight of the boundary fence’.

The prohibition of smoking will apply during related school activities undertaken outside school premises, e.g. Educational Visits.

“Smoking” refers to smoking tobacco or anything which contains tobacco, or smoking any other substance. Smoking includes being in possession of lit tobacco or of anything lit which contains tobacco, or being in possession of any other lit substance in a form in which it could be smoked. For the purposes of this policy smoking also refers to the smoking or vaping of electronic or e-cigarettes or cig-a-likes. It is our intention to project a clean and healthy image for our premises and our students. The less smoking or vaping appears as a normal behaviour to students, the less likely they are to start to smoke.

In enforcing the statutory ban brought under the Health Act 2006, the school’s prohibition on the smoking of tobacco products in enclosed public and workplaces is extended, in this policy, to using electronic cigarettes, otherwise known as ‘vaping’, within all school grounds and premises.

**AIM**

The primary aim is to secure a smoke/vapour-free workplace, thus minimising the effect of tobacco smoke or e-cigarette vapour within the school environment. Employees will not be permitted to smoke/vape during working time, only in the employee’s own time away from the school premises. We want to create a whole-school approach to tobacco and E-cigarettes in order to prevent the uptake of, and reduce the prevalence of, smoking across the whole school community.

**OBJECTIVES**

The objectives of the policy are:

* To provide a smoke free school environment for everyone.
* To protect the health of all staff, students, visitors and contractors when visiting the school buildings or using our facilities;
* To ensure that all school staff, Governors, visitors and contractors are role models for our young people with regard to not consuming tobacco on, or within sight of the school.
* To protect staff, students and all visitors from the hazards of second-hand smoke inhalation whilst at the school;
* To provide children and young people with consistent information about tobacco and E-cigarettes (including health effects, legal, economic and social aspects of tobacco and E-cigarettes use) throughout the curriculum.
* To provide interventions that aim to prevent the uptake of smoking as part of PSHE.
* To involve the wider school community in interventions to prevent smoking uptake in children and young people, for example, by providing stop smoking groups for parents and carers or encouraging them to become involved in homework assignments.
* To provide opportunities for those who smoke and wish to stop through discussions with our First Aider in Charge.

**RATIONALE**

* Smoking is the main cause of preventable morbidity and premature death in England.
* The earlier children become regular smokers, the greater risk of developing life-threatening conditions, such as lung cancer or heart disease, if they continue smoking into adulthood.
* The process of becoming a regular smoker is not always constant – children and young people may stop and start the habit on a number of occasions before they come to identify themselves as someone who smokes.
* Smoke free schools and non-smoking staff provide positive role models for children and young people and contribute to the development of a health-promoting school.

**FACTORS LINKED TO SMOKING**

* Children and young people start to smoke and then continue for a number of reasons. These may be connected to their personal or social circumstances or to wider society. Personal factors include age, gender, socio-economic status, educational attainment and mental health.
* Social circumstances, such as being surrounded by peers and family members who smoke, can also affect whether or not young people will take up smoking. For example, smoking among young people is strongly associated with living with one or more people who smoke. Many young people see smoking as the norm because they mistakenly believe it is more prevalent than it really is. For this reason, supporting adult smokers to stop is also a key aspect in encouraging young people not to take up smoking.
* A range of factors in wider society also influence whether or not children and young people take up smoking. These include:
  + Tobacco and E-cigarettes price and availability.
  + Restrictions on smoking in public places.
  + Tobacco and E-cigarettes industry advertising, including point-of-sale and other promotional tactics such as product placement (for example, in films).

**SCHOOL PREMISES**

* Smoking is not permitted in any part of the school’s premises and grounds including the entrance area to the school or on land adjacent to the school building (e.g. car parks, garden areas, walkways, playgrounds, playing fields etc.).
* There will be no designated smoking areas provided within the school buildings or grounds.
* This policy applies to students, all employees, parents, visitors, members of the public, contractors, agency staff or others working or using the school’s premises or vehicles.
* The smoke free policy will apply to all activities held in the school including before and after school sessions and any meetings organised which are attended by employees as part of their work and/or visitors to such meetings/events.
* Students, employees, official visitors, contractors or others working or using the schools’ premises or vehicles are not allowed to smoke within sight of the school’s boundary fence.
* Employees will be permitted to smoke/vape when they are off-duty including official breaks such as lunch breaks but they must leave the school premises in order to do so. Smoking/vaping breaks are not permitted during paid working time.
* Employees who do smoke/vape in their own time are encouraged to minimise their identity as an employee; for example, badges, uniform and logos should be covered up.
* Employees and other individuals representing the school must also be aware of their responsibilities when working away from the school buildings and grounds. Smoking is not permitted when working on official school business.
* Where school premises are used for purposes other than school related activities the school smoking policy will still remain in operation.
* The prohibition of smoking will apply during related school activities undertaken outside school premises, e.g. Educational Visits.

**VEHICLES**

The smoking policy will apply to all school owned/hired/leased vehicles, as well as private vehicles when used for carrying students or staff on school business. Please note: this is a statutory requirement. Schools have a duty to reinforce the smoking legislation on buses used for student transport.

Students found smoking will be subject to disciplinary action.

**SUMMARY**

Smoking is not permitted in any part of the school premises or grounds, nor within sight of the boundary fence, at any time, or by any person, regardless of their status or business within the school.

The school does not allow employees to smoke in the near vicinity of the school and will follow up any complaints from local residents in this regard. This includes the areas around the school gates and perimeter within sight of the school.

Staff, parents and volunteers "will not smoke in front of students during educational visits" and will refrain from smoking when assisting on any school trips or events.

Breaches by staff will be subject to the normal disciplinary procedures.

**NON-COMPLIANCE**

* The school’s disciplinary procedure as stated below will apply for dealing with staff and students who do not comply with the Smoke Free School status.
* Staff are authorised to ask non-employees who breach the policy to adhere to the Smoke Free Status.

**Disciplinary action:**

If a student is found smoking:

* The school’s behaviour policy should be applied. This can be obtained by accessing the school website.

If a member of staff is found smoking:

* The Headteacher shall remind them of this policy’s requirements and that breaches may be dealt with under the disciplinary procedure. This could ultimately lead to the dismissal of the employee.

If a non-member of staff on the premises is found smoking:

* They will be asked to cease immediately. Should they not do so, the Headteacher (or another member of the school Leadership Team if the Headteacher is unavailable) should be notified immediately. It would be reasonable under these circumstances for the individual to be required to leave the premises and, if on official business, for their employer to be notified of the reasons why.

**ASSISTANCE FOR THOSE WHO SMOKE**

The school understands that smoking cessation can present a challenge and that some staff, students and other stakeholders may require support to do so.

Support on stopping smoking can also be sought from the NHS Smokefree Helpline on 0800 0224 332 or at [www.smokefree.nhs.uk/](http://www.smokefree.nhs.uk/)

Access to the NHS Pregnancy Smoking Helpline and details of helplines in other languages can be found in supporting documents to this policy on the intranet.

The school promotes these services regularly within the school and encourages all stakeholders who may wish to cease smoking to access them.

Smoking prevention activities:

Tobacco and E-cigarette education forms part of the wider school curriculum where consistent messages are provided to students about tobacco and E-cigarettes. As well as the health effects of tobacco and E-cigarette use, the legal, economic and social aspects of smoking are integrated into the curriculum. For example, classroom discussions about tobacco and E-cigarettes are relevant when teaching a range of subjects including biology, chemistry, citizenship, geography, mathematics and media studies.

Within PSHE interventions are delivered per year that aim to prevent the uptake of smoking, with additional booster whole-school activities at regular intervals until school leaving age.

**STAFF TRAINING AND DEVELOPMENT**

Training on tobacco and E-cigarettes will be available to Student Support staff and those involved in smoking prevention work including;

* Welfare and Development Managers
* Student Support staff
* Form Tutors
* First Aiders/First Aider in Charge

This training will be given in conjunction with the school nursing service or other local / national smoking cessation or tobacco education bodies.