



## **No Smoking Policy**

Adopted from Local Authority

Signed (chair): D Whinham	Name:	Date: 30.03.23
Signed (Head): T Serle	Name:	Date: 30.03.23
Reviewed by: L Hawkins	Reviewed on: 10.03.23	Note of Revisions: New policy from LA
Ratified by: FGB		Next Review 30.03.23

## Equality Impact Assessment (EIA) Part 1: EIA Screening

<b>Policies, Procedures or Practices</b>	No Smoking	<b>Date</b>	21.3.23
<b>EIA CARRIED OUT BY:</b>	T Serle	<b>EIA APPROVED BY:</b>	T Serle

Groups that may be affected:

Are there any concerns that the policy could have a different impact on any of the following groups? (please tick the relevant boxes)	Existing or potential adverse impact	Existing or potential for positive impact
Age (young people, the elderly: issues surrounding protection and welfare, recruitment, training, pay, promotion)		x
Disability (physical and mental disability, learning difficulties; issues surrounding access to buildings, curriculum and communication).		x
Gender Reassignment (transsexual)		x
Marriage and civil partnership		x
Pregnancy and maternity		x
Racial Groups (consider: language, culture, ethnicity including gypsy/traveller groups and asylum seekers)		x
Religion or belief (practices of worship, religious or cultural observance, including non-belief)		x
Gender (male, female)		x
Sexual orientation (gay, lesbian, bisexual; actual or perceived)		x

Any adverse impacts are explored in a Full Impact Assessment

## Introduction

The school has a duty under the Health and Safety at Work Act 1974 to ensure the health, safety and welfare of all adults and children on school premises.

The No Smoking Policy is designed to secure a non-smoking healthy and safe environment to protect the staff, pupils and students, visitors and contractors from the effects of tobacco smoke at the school and to ensure compliance with the Smoke-free (Exemptions and Vehicles) Regulations 2007.

The No Smoking Policy is designed to ensure a healthy and safe working environment in compliance with the Health Act 2006. This is in the context that medical evidence continues to reinforce the link between inhalation of smoke both directly or by passive smoking, and serious illness or the exacerbation of pre-existing health problems.

## Policy

The policy applies to any person on school premises.

Smoking is not permitted in any part of school under any circumstances.

Anyone wishing to smoke is asked to respect the rights of others to enjoy a smoke-free environment.

The school No Smoking Policy also applies to all events where staff are representing the school.

Any vehicle used by the school including hired or leased vehicles are designated as non-smoking. This ban also applies to employees who are travelling in relation to school business using their own private vehicles whilst travelling with non-smokers.

**Whilst on duty and representing the school, staff are not allowed to smoke in the presence or sight of pupils.**

The No Smoking Policy will be regarded as a term in all employees' contracts of employment.

The school also wishes to encourage and help those that wish to give up smoking and will provide support and advice to do this.

All employees at the school will comply with the No Smoking Policy. In circumstances where there is wilful contravention of the policy, steps may be taken to invoke disciplinary procedures.

## Responsibilities

## **The Governing Body**

The Governing Body is responsible for establishing systems and procedures for the safe and efficient management of the school including those set out in this policy document.

## **Headteacher**

The Headteacher is responsible for the effective implementation of the school's procedures. Where it is discovered that a member of staff wilfully contravenes this No Smoking Policy whilst at work, or it is brought to the Headteacher's attention that an employee may be smoking, then they will discuss this with the employee concerned to discuss appropriate support and/or action to be taken.

Integra Schools HR may be contacted for further advice.

## **Employees**

All employees must co-operate and assist with any investigation about contravention of this policy whilst at work and attend any meetings as requested with the Headteacher.

An Integra Schools HR Officer will provide advice if it is decided that action should be taken in accordance with the school's procedures for misconduct.

## **Electronic cigarettes**

Electronic cigarettes or e-cigarettes are battery powered products that release a visible vapour that contains nicotine that is inhaled by the smoker.

Although they do not produce smoke, the use of e-cigarettes could annoy others. The No Smoking Policy also applies to the use of electronic cigarettes.

## **Support for employees**

One of the purposes of the policy is to encourage staff to stop smoking. Advice and guidance is available to smokers, including those suffering from stress, from the school's Occupational Health provider on how to give up smoking and what support and/or medication is available.

Other services that are available nationally include;

- NHS stop smoking services - [Local stop smoking services | Smokefree \(www.nhs.uk\)](#)
- Local GP practice, pharmacy, or hospital