

## WESTGATE PRIMARY SMOKE-FREE POLICY



### PURPOSE

This policy has been developed to protect all employees, service users, customers and visitors from exposure to secondhand smoke and to assist compliance with the Health Act 2006. Exposure to secondhand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

### POLICY

It is our policy that all areas of the school are smoke-free, and that all employees have a right to work in a smoke-free environment. The policy shall come into effect on Sunday, 1 July 2007. Smoking is prohibited in all parts of the school grounds, both indoors and out. This policy applies to all employees, consultants, contractors, customers or members and visitors. It is Governors' intention that the school should be a smoke-free site and all staff, Governors, parents, visitors and contractors must adhere to this.

### E-CIGARETTES

The policy has been extended to include e-cigarettes in the prohibition. E-cigarettes may not therefore be used anywhere on the school site.

### IMPLEMENTATION

Overall responsibility for policy implementation and review rests with the Headteacher. However, all staff are obliged to adhere to, and support the implementation of the policy. The head teacher and site superintendent shall inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. They will also give all new personnel a copy of the policy on recruitment/induction. Appropriate 'no-smoking' signs will be clearly displayed at the entrances to and within the premises which also refer to the prohibition of e-cigarettes.

### NON-COMPLIANCE

You should be aware that local disciplinary procedures will be followed if a member of staff does not comply with this policy. Those who do not comply with the smoke-free law may also be liable to a fixed penalty fine and possible criminal prosecution.

### HELP TO STOP SMOKING

The NHS offers a range of free services to help smokers give up. Visit <https://www.nhs.uk/smokefree> for more details of services in our local area.

**This policy was agreed by the governing body on 25<sup>th</sup> September 2017 and will be reviewed every 3 years.**

Signed: (Head teacher)

Signed: (chair of governors/ committee)

Date: 25/09/17