



Huxlow Science College

Policy Owner	Department	Effective Date	Approval Date	Review Cycle	Revision Due Date
Elayne Francis	SLT	November 2020	24 November 2020	Bi-annual	November 2022

Smoke Free Policy

Policy Approver: FP&P Governing Committee

Version Control

Version Number	Date of Change	Changes Made
0.2	October 2020	Update old policy to reflect latest support organisation contacts. Change to new policy format.



Huxlow

Science College

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1. Policy Name

This document sets out the Smoke Free Policy for Huxlow Science College.

2. Introduction

At Huxlow Science College we value the health and welfare of all within our community as a key priority. We believe that a healthy and safe environment is important in terms of physical well-being of our students and staff. It is important to us, that our policy and approach to smoking and the use of e-cigarettes (vaping) should reflect changing social attitudes, and actively reflect and support our goals for the health and well-being of our community.

This policy applies to students, staff and all visitors to the College premises.

3. Policy Aims

The Policy aims to create a Smoke Free environment by:

- Ensuring that smoking does not take place on College premises, nor on authorised College activities off-site; and
- Protect the staff, pupils and visitors from the effects of tobacco smoke; and
- Acknowledge the educational role of the organisation in discouraging pupils from starting to smoke; and
- Actively encourage and support those employees who want to stop smoking

4. Legislation and Guidance

This policy has been developed to protect all employees, students and visitors from exposure to smoke and second hand smoke and to ensure the College is compliant with the Health Act 2006 and associated Smokefree Regulations.

The Policy also conforms with national health guidance (Public Health England) which confirms exposure to smoke or second hand smoke increases the risk of lung cancer, heart disease and other illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potential dangerous exposure.

Failure to comply with the Smokefree law will be a criminal offence and can result in fines up to £2,500.

5. Policy and Principles

- Employees, visitors and students are not permitted to smoke within any part of College buildings or College grounds as all areas are designated smoke free environments. This includes the use of e-cigarettes. Signs to meet the minimum requirements will be displayed.
- All employees are responsible for ensuring that the policy is complied with and for bringing it to the attention of new employees, students and visitors.
- College owned vehicles (such as the minibus) are designated smoke free environments at all times. This includes the use of e-cigarettes.

- Smoking is not permitted in vehicles being used on College business where car mileage allowance is being claimed, at times when students are being carried. This applies to the use of e- cigarettes.
- Students will be informed of the danger of smoking and made aware of available support each year during LORIC lessons and through pastoral guidance and care.
- There is no facility in the College day for employees to request a smoking break. Breaks taken do not form part of the working day and need to be authorised by a manager; time spent away from the workplace will need to be accounted for.
- This policy aims to improve the health of both smokers and non-smokers. The College will therefore support employees and students who wish to quit. Employees will be encouraged to contact the Northamptonshire Stop Smoking Team offered by Public Health Northamptonshire. The service offers a range of free advice and consultations and can be accessed via telephoning 0300 126 5700 or email: smokefree@northamptonshire.gov.uk .
- Failure of employees to adhere to this policy may result in disciplinary action although the College will attempt to explore informal resolutions where possible. Managers be supportive towards employees in applying this policy and under no circumstances should a confrontational attitude be adopted or allowed to develop.

Signed: _____
Chair of Finance, Personnel and Premises Committee

Date: _____