



Smoke Free Policy for Schools



Working together to transform Sandwell



Introduction

From 1 July 2007 the Health Act 2006 requires that all enclosed work places and public places become smoke free.

This policy has been developed in consultation with the recognised Trade Unions to help to provide a health, safe and comfortable working environment, complying with relevant legislation.

The school is committed to protecting the health of its employees and visitors to its premises. Breathing other peoples tobacco smoke, has been medically proven to cause lung cancer and heart disease in non-smokers, as well as many other illnesses and minor conditions.

Legislation

Section 2 (2) (e) of the **Health and Safety at Work Act 1974** places a duty on employers to “Provide and maintain a safe working environment which is, so far as is reasonably practical, safe, without risk to health and adequate as regards to facilities and arrangements for welfare at work.”

In addition to this general duty, the **Health Act 2006 and associated regulations** require, with some exceptions, that all enclosed workplaces and public places and vehicles used for work and public transport become smoke free by the 1st July 2007. All employees of the school are bound by the terms of this legal requirement.

General principles

The Governing Body has decided in line with Council Policy to extend smoke free areas beyond that required by the law. Other than where specifically exempted, Smoke free areas are to be the full extent of all sites indoors and outdoors where staff are employed, in Council vehicles and in private vehicles used for work where other people are riding in the vehicle (the smoking in private vehicles on school property is not permitted). The effective date for this policy is 1 July 2007.

It is recognised that certain areas in the open air cannot be readily controlled and it will be for the Governing Body to determine where it is appropriate to exempt outdoor areas from control.

Communication

From 1 July 2007 signs to inform employees and visitors of the extent of smoke free areas will be displayed around school. The policy will be brought to the attention of all employees and visitors to the school.

Who is covered by the Policy?

All staff including temporary staff, members of the Governing Body, visitors and pupils must abide by the terms of this policy, except in the open air where specifically exempted.

Recruitment procedures

Job advertisements and recruitment literature will make reference to the policy. Candidates will be made aware of the policy at interview. The policy will form part of the induction of new employees, and volunteers.

Help for those who smoke

The purpose of this policy is to protect employees and others from second hand smoke.

However, it is recognised that this will impact on smokers' working lives. In an effort to help individuals adjust to this change, the following assistance is available:

- Occupational Health will facilitate access to the Sandwell Smoking Cessation Service who will provide assistance and support to those individuals who wish to give up smoking.
- Smokers will be able to request up to five hours out of school to attend a course of support facilitated by the cessation service.

Implementation, monitoring and review

Legal responsibilities bear upon individuals not to smoke in controlled areas and upon those in control to prevent smoking taking place.

Responsibility for implementing and monitoring this policy rests with the Governing Body and Head Teacher of the school.

Breaches of this policy will be subject to legal enforcement and/or the normal disciplinary procedures as appropriate.

Monitoring this policy will be carried out at six and twelve months following its implementation. A formal review of the policy will be conducted after eighteen months. Trade unions and health and safety representatives will be consulted during the review and in respect of the findings.