



Trinity 2016

## SMOKEFREE POLICY

### **PURPOSE**

This policy has been developed to protect all employees, service users, pupils 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.

### **SCOPE**

The use of e-cigarettes and the practice of “vaping” are also covered under this policy.

### **POLICY**

It is the policy of St Helen & St Katharine that all our premises are smokefree, and all employees have a right to work in a smoke free environment. Smoking, vaping, the use of e-cigarette and any other alternative smoking substitute practice is prohibited in all areas of the School including school vehicles, with the exception of the smoking shelter located at the rear of the kitchens. This policy applies to all employees, workers, contractors, pupils and visitors.

### **IMPLEMENTATION**

Overall responsibility for policy implementation and review rests with the Deputy Headmistress and the Bursar. However, all staff are obliged to adhere to, and support the implementation of the policy. The persons named above 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. A copy of the policy will also be added to the parent handbook.

Appropriate ‘no-smoking’ signs will be clearly displayed at the entrances to and within the premises, and in all school operated vehicles.

### **NON-COMPLIANCE**

School disciplinary procedures will be followed if staff or pupils do not comply with this policy. Those who do not comply with the smokefree law may also be liable to a fixed penalty fine and possible criminal prosecution.



ST HELEN &  
ST KATHARINE

**HELP TO STOP SMOKING**

The NHS offers a range of free services to help smokers give up. Visit [gosmokefree.co.uk](http://gosmokefree.co.uk) or call the NHS Smoking Helpline on 0300 123 1044 for details.

Policy last reviewed ..... Trinity 2016  
Next review due.....Trinity 2018  
Person responsible for review..... Bursar  
Audience .....Staff/Parents/Pupils