

Document Control Sheet

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Equality issues explored	Positive health benefits for all staff from a smoke free environment

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POLICY ON SMOKING ON COLLEGE PREMISES

1. Introduction

- 1.1 As part of its commitment to the health and wellbeing of colleagues and students and to provide a safe and healthy environment The Sir John Brunner Foundation has a smoke free policy across all its Academies. This is in line with the legal duties to ensure that smoking is not permitted in any enclosed workplace, public building or on public transport in the UK.
- 1.2 The implementation of this policy will have due regard to the Foundation's Cultural Principles and the fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs.
- 1.3 The Foundation is committed to supporting anyone who wishes to stop smoking.

2. Scope

- 2.1 This policy is applicable to all individuals who enter any Academy site: staff, students, facility users, as well as contractors who undertake activities on behalf of the Foundation and any visitors to the Foundation's premises.
- 2.2 This policy covers all types of burnt and smoked products including: cigarettes, cigars, pipes, electronic cigarettes (E-Cigarettes), vaping and any other smoking.
- 2.3 The Foundation acknowledges that e-cigarettes fall outside the scope of smoke-free legislation. However, e-cigarettes are not permitted because:
 - although they do not produce smoke, e-cigarettes produce a vapour that could provide an annoyance or health risk to colleagues;
 - some e-cigarette models can, particularly from a distance, look like real cigarettes, making a smoking ban difficult to manage, and creating an impression for visitors, students and other colleagues that it is acceptable to smoke.

3. Principles

- 3.1 Smoking is strictly prohibited within the Foundation's site boundaries including at entrances or anywhere on the grounds.

4. Procedure

- 4.1 All Academies must comply with the legal requirement to display signs at the entrances, declaring they are “no smoking” sites.
- 4.2 New students must be made aware of this policy via the Academy induction process for new students.
- 4.3 New employees, or agency workers must be made aware of this policy via the Academy induction process for new staff.
- 4.4 Where colleagues are responsible for organising visitors to site, they should ensure the visitors are aware of this policy. Visitors includes contractors, parents/guardians and users of other services that may be provided by Academies.
- 4.2 Colleagues who wish to take a smoking break may do so, away from the Academy premises, in accordance with their scheduled breaks.
- 4.5 All colleagues are responsible for reminding any individual who is smoking anywhere on site of the no-smoking signs and asked to immediately extinguish their cigarette (or device). Individuals may be directed off site to continue smoking if they wish.
- 4.6 Smoking inside the building is a criminal offence If a person continues to smoke, colleagues should explain that the person is committing a criminal offence (if they are smoking inside the buildings) and direct them to move off site if they wish to continue smoking.

5. Support and Advice

- 5.1 Academies recognise the health implications of smoking, and difficulties that colleagues and students who wish to give up smoking may face. Academies will be supportive of and encourage those who make a decision to cease smoking.
- 5.2 The NHS offers support through its website, helpline and doctors.

6. Breach of the Policy

- 6.1 Any infringement of these rules by colleagues or students may result in appropriate disciplinary action.
- 6.2 Employees are also reminded that it is a criminal offence for colleagues to smoke inside the buildings, and they could receive a fixed penalty, prosecution and/or fine.