

## **Smokefree Policy for Holtsmere End Junior School**

November 2007

Based on the National Health Service guidance

### **Purpose**

The policy has been developed to protect all employees, pupils and visitors to Holtsmere End Junior School from exposure to second-hand smoke and to ensure compliance with the Health Act 2006.

Exposure to second-hand 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 the policy of Holtsmere End Junior School that all our workplaces are smoke-free and that all employees have the right to work in a smoke-free environment. The policy came into effect on July 1<sup>st</sup> 2007. Smoking is prohibited in all enclosed and substantially enclosed premises in the school. This includes school vehicles. Enclosed means the premises has a roof and is wholly enclosed by walls. It also includes temporary structures such as tents and marquees. Substantially enclosed means the structure has a roof and openings in the walls represent 50% or less of the total wall area.

This policy applies to all employees, consultants, contractors, visitors and members of the public to the school. The school will take reasonable steps to make people aware that the school is legally required to be smoke-free and that everyone complies with the law.

The legislation does not include outdoor areas but the school is working towards the Healthy Schools accreditation and therefore the school is a smoke-free site. (HSS requirement December 2006) Children, staff, parents/ carers and governors have helped to develop the smoke-free site. The school is proactive in providing information for smokers who want to quit.

### **Reasons to include the school grounds:-**

It gives a powerful message to children that smoking is socially unacceptable

It contributes to the development of a health promoting school

It reinforces the school's health education programme.

It helps smokers to quit.

The school is not required to provide smoking breaks or outside smoking areas.

### **Implementation**

Overall responsibility for the policy rests with the head teacher of the school.

However, all staff are obliged to adhere to and support the implementation of the policy. The head teacher shall inform existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. The head will ensure that new personnel are aware of the policy.

Appropriate 'No-smoking' signs will be clearly displayed at the entrances to and within the school.

### **Dealing with non-compliance**

The school is responsible for preventing people smoking on the premises. There are practical steps to follow:-

- \* Point to the no-smoking signs and request that they stop.
- \* Point out that they are committing an offence.
- \* If an employee continues to smoke this could lead to disciplinary action.
- \* If a user continues to smoke they could be asked to leave the premises. Those who do not comply with the smoke-free law could be liable to a fixed penalty fine and possible criminal prosecution.
- \* A record of an incident and outcome should be kept.

### **Help to stop smoking**

The NHS offers a range of free services to help smokers give up. For smokers who want to give up smoking there is an NSH Smoking Helpline on **0800 1690169** or visit **gosmokefree.co.uk**

**Signed**

**Head teacher**

**Chair of Governors**