

Policies & Procedures

Smoke Free Policy



Smoke Free Policy

Purpose

This Policy has been developed to protect all employees, service users, customers and visitors from exposure to second hand smoke and to assist compliance with the Health Act 2006.

Exposure to second hand smoke increase 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 Abbey Multi Academy Trust (the Trust) that all our work places are a smoke free environment. Smoking is prohibited in all enclosed and substantially enclosed premises in the work place. This includes company vehicles. This Policy applies to all employees, consultants, contractors, customers or members and visitors.

Implementation

Overall responsibility for policy implementation and review rests with the CEO of the Trust. However all staff are obliged to adhere to and support the implementation of the Policy. The CEO, through the Principal/Headteacher of each Academy within the Trust, will inform all existing employees, consultants and contractors of the Policy and their role in the implementation and monitoring of the Policy. The Principal/Headteacher will also provide new personnel with a copy of the Policy on recruitment/induction.

Appropriate no smoking signs will be clearly displayed at the entrances to and within the premises and in all smoke free vehicles.

Non-Compliance

Local disciplinary procedures will be followed if a member of staff does not comply with this Policy. Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

Help to Stop Smoking

The NHS offers a range of free services to help smokers give up. Visit gosmokefree.co.uk or call the NHS Smoking helpline on 0800 169 0169 for details. Alternatively you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

Approval Date: **May 2016**

Review Date: **May 2017**