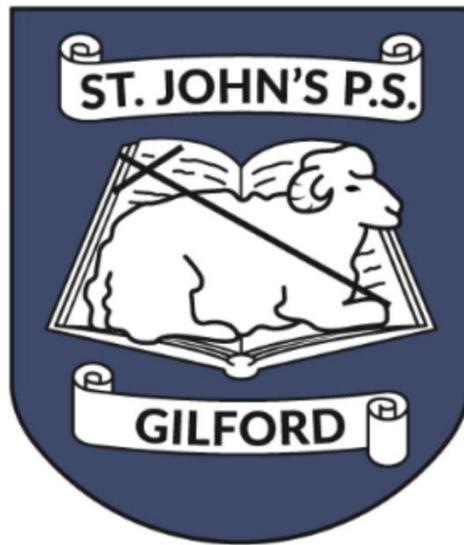


St. John's Primary School Gilford



Smoke Free Policy

Policy Adopted: 30th May 2018
Next Review Date: Summer 2019

Signed: _____
(Chair of Governors)

Date: _____

COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS SMOKING POLICY FOR SCHOOLS

EMPLOYING AUTHORITY POLICY STATEMENT

The Employing Authority is committed to the active promotion and ultimate achievement of the goal of a smoke free working environment for all its employees consistent with the objective of health protection and promotion within an educational setting. The use of electronic cigarettes was not covered in the legislation as they did not exist at time. However, this policy affords e-cigarettes the same restrictions as tobacco, for the following reasons:

- the safety of e-cigarettes has not been scientifically demonstrated as the chemicals used have not been fully disclosed and there is no adequate data on their emissions.
- there is lack of peer-reviewed evidence on their value in helping smokers cut down or stop.
- concerns that e-cigarettes might reinforce the smoking habit as they are designed to closely mimic smoking actions.

The policy has been developed in consultation with the recognised Teachers' Unions.

SMOKING POLICY OBJECTIVES

- To protect non-smokers from the adverse health effects of environmental tobacco smoke in the workplace. Protection also applies to the use of e-cigarettes for reasons outlined in paragraph 1 above.
- To demonstrate the school's commitment to promoting the health of pupils and staff.
- To provide information and support for those who wish to stop smoking.

SUMMARY OF EMPLOYER STATUTORY OBLIGATIONS

Employers are required by the Health & Safety at Work (Northern Ireland) Order 1978 to ensure, so far as is reasonably practicable, that the health, safety and welfare of their employees and others who use their premises.

Article 4(2) (e) of the Order requires that, so far as is reasonably practicable, the working environment is safe, without risks to health and adequate as regards facilities and arrangements of employees. In addition, under Article 8, employees must take reasonable care of their own health, safety and welfare, as well as that of others and must co-operate with their employers efforts to discharge any statutory health and safety duties placed upon them. Such statutory duties are reinforced by a common law duty of care.

The Health and Safety Inspectorate recommends that all employers should have a specific written policy on smoking in the workplace which gives priority to the needs of non-smokers who do not wish to breathe tobacco smoke. The same principle applies to the use of e-cigarettes for reasons outlined in paragraph 1.

DESIGNATED SMOKING AREAS

A designated smoking area is a location within the school's existing accommodation which, where possible, may be identified for the use of smokers. Entry to such a facility will be prohibited to pupils.

Schools which have this facility may continue to utilise it after the implementation of the school smoking policy.

Where a designated smoking area is not currently available at the school it shall be at the discretion of the school as to whether its resources may be deployed for the creation of such a facility. It is not a statutory duty that such a facility be provided.

SUGGESTED METHODOLOGY FOR THE INTRODUCTION OF A SCHOOL SMOKING POLICY

The initiation and implementation of a successful smoking policy requires the co-operation and whole hearted support of both management and staff.

Following consultation with staff and their recognised Trade Union Representatives about "smoking in their school" the Board of Governors may consider the formal adoption of the following outline policy relating to smoking.

SCHOOL SMOKING POLICY (reviewed and revised February 2015)

St John's Primary School has been a non-smoking environment as from 30th April 2007.

All staff – teaching, peripatetic, support and non-teaching as well as visitors and pupils may not smoke while on the school premises. The prohibition of tobacco or e-cigarette smoking will apply during related school activities undertaken outside school premises, e.g. Educational Visits.

After Policy implementation, failure to comply with its provision will be dealt with through the Disciplinary Procedures.

POLICY IMPLEMENTATION

Members of staff will be given a copy of the Policy which will become part of their contract of Employment.

Parents will be informed by letter of the introduction of the Policy and a copy will be placed on the school website: www.

Members of staff shall inform school visitors of the Policy.

Signs and notices are posted in prominent positions throughout the school premises.

PUPILS

The present rules forbidding smoking while on school premises or while engaged in school related activities outside the school will remain unchanged.

SCHOOL PREMISES UTILISED OUTSIDE NORMAL SCHOOL HOURS

When school premises are used for purposes other than school related activities the school smoking policy will still remain in operation.

March 2010 (reviewed) as part of Drugs Policy

PURPOSE

The aim of this policy is to protect all employees, pupils, parents and visitors to the school from exposure to second-hand smoke and to comply with the **Smoking (Northern Ireland) Order 2006** which was enforced by **District Councils from 30 April 2007**.

POLICY

It is the policy of St John's Primary School that all of our premises and vehicles (where appropriate) are smoke-free and all employees have a right to work in a smoke-free environment. The policy came into effect on **30 April 2007**.

PREMISES

Smoking is prohibited throughout the entire school, including school grounds, with no exceptions.

VEHICLES

All vehicles (eg minibuses) owned and operated by the school will be smoke-free at all times. Any member of staff using their car in connection with school activities (including giving a lift to a staff colleague or pupil to a meeting or other event) should not smoke for the duration of the journey.

PRINCIPAL'S DUTIES

-  To display statutory No Smoking Signs at all main entrances to school buildings as required by the legislation.
-  To ensure staff, pupils, contractors and visitors do not smoke in smoke-free places and vehicles.
-  To investigate complaints regarding staff, pupils, contractors and visitors smoking.
-  To inform staff, pupils, contractors and visitors on this policy.
-  To ensure that a written record of any incidents of smoking and how they were dealt with are kept.

STAFF DUTIES

-  To ensure that they or others do not interfere with no smoking signs.
-  To comply with the Smoke-Free Policy.
-  To ensure that parents, pupils, contractors and visitors do not smoke in smoke-free places and vehicles.
-  To report incidents of smoking in smoke-free areas and vehicles.
-  To refrain from smoking if using their own vehicle to transport pupils in connection with school activities.

PARENTS', PUPILS', CONTRACTORS' AND OTHER VISITORS' DUTIES

-  Parents, pupils, contractors and visitors are not permitted to smoke in smoke-free areas or school vehicles.

- ▣ Parents using their own vehicles for school purposes e.g. transporting pupils to a sporting event are asked not to smoke for the duration of the journey.

HELP FOR THOSE WHO SMOKE

This policy is not intended to stop people smoking but to regulate where they smoke and how it affects others. Smokers can be helped to adjust to the changes via the smokers helpline on 0800 858585.

ENFORCEMENT OF THIS POLICY

Failure to comply with this policy will be dealt with through the school's disciplinary procedures.

Visitors or members of the public who breach the policy will be asked to stop smoking and will be asked to leave the school premises if they fail to comply with this request. All breaches of this policy will be recorded in writing by the school.

Be aware that, in addition to action taken under this policy, the district councils may take legal action against individuals who smoke in smoke-free places or vehicles.

MONITORING AND REVIEW

The school smoking policy will be monitored at least once per year by the Senior Management Team of the school in consultation with staff and a report made to the Board of Governors. The Policy will be reviewed and, if appropriate revised.

Additional information is available from the Council's Health and Safety Officer.