

# Bishop Rawstorne Church of England Academy

## SMOKE-FREE POLICY

**Aspire Believe Achieve**

This policy document and the content contained therein remains the responsibility of the Headteacher, and Governing Body of the Academy. No amendments can be made without their express instruction and they remain the final arbiters in any matters relating to it.

**Review date: November 2016**

**Next review date: November 2017**

**Reviewed by: Mr P Rawlinson**

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**Approved by the Deputy Headteacher:**

**22 November 2016**

Bishop Rawstone Church of England Academy recognises the right of all staff and students to work in a smoke free environment and has operated a policy of no smoking within its buildings for many years. The school is committed to promoting health and welfare, and, as a good employer, wishes to create a high quality, healthy, and safe working environment for staff, students and visitors. It must, therefore, ensure that everyone is protected from the dangers of smoke in work and rest areas.

With effect from the 1st July 2007 new legislation in relation to the Smoke Free Premises Act came into force and smoking became illegal in certain wholly or substantially enclosed public places. It became an offence to smoke in no smoking premises or to knowingly permit smoking in no smoking premises. Vehicles used for business purposes were also covered by the law. Owners of premises and individuals will have to pay substantial statutory fines if this legislation is breached. The school is responsible for monitoring adherence to this policy, and has prime responsibility for ensuring compliance with the law.

The school has revised its policy to protect all members of the school community from the harmful effects of passive smoke and ensure that everyone is aware of their rights and responsibilities in relation to the legislation.

The policy applies to all teachers, support staff, students, visitors and contractors. Furthermore, all members of the school workforce share responsibility for the policy, and its policing is not the specific responsibility of any particular group.

### **Smoke Free Areas**

The school is committed to making its buildings and grounds completely smoking free for the protection of all of its staff and students. Smoking is not permitted in any school building or within 5 metres of the entrances to premises and open windows. This ensures that smoke does not enter a building from outside and that people entering or exiting premises are not exposed to second-hand smoke.

Smoking is also prohibited in the following external locations which are covered by existing statutory provisions:

- adjacent to paint, chemical or solvent stores, by the Science block
- in the immediate vicinity of waste areas
- any other areas where there is an identified flammable hazard or risk of ill health.

The legislation covers all substances that a person can smoke. These include manufactured cigarettes, hand-rolled cigarettes, pipes, cigars, herbal cigarettes and water pipes (including shisha, hookah and hubble-bubble pipes). This policy also prohibits the use of any type of electronic cigarette in areas where smoking is banned.

### **Signage**

Appropriate 'No smoking' signs are displayed clearly at the entrance of all school buildings.

## **Procedures**

Members of the Senior Leadership Team are responsible for ensuring that staff, students, visitors and, where applicable, contractors are made aware of this policy and that they comply with its requirements.

Compliance with the legislation and the school's policy must be managed on a local basis. Those responsible for designated areas and groups are required to co-operate in implementing the policy in the area for which they have responsibility.

Staff who wish to smoke during the working day may do so only during designated breaks, i.e. an official agreed rest period, such as the lunch break.

People smoking in prohibited areas, should be asked politely to stop and advised that they are breaching school policy.

A refusal to stop is unacceptable and should be reported to the Senior Leadership Team. It is the responsibility of the Headteacher to take action for breaches of this policy in this area of responsibility.

Failure to conform to the requirements of the policy by smoking on school premises or refusing to stop when requested constitutes a disciplinary offence for staff and students. In the first instance a breach of the policy will be dealt with through education and support. A further infringement may result in formal disciplinary action.

Contractors or visitors breaching the code should be requested to cease smoking on the premises. A contractor or visitor who refuses to stop smoking should be required to leave the premises.

## **Counterfeit Tobacco Products**

The selling/storing and dealing in any way of illegal cigarettes and tobacco on the school's premises will not be tolerated.