



WOLGARSTON HIGH SCHOOL
Staffordshire



Smoke Free

A Statement of Policy

Date adopted by Governing Body:

July 2007

Date of last Review:

5 July 2010

Frequency of Review:

Every 3 years

Next Review:

July 2013

Location:

T:\SCHOOL POLICIES AND PROCEDURES\Current Adopted Policies\Smoke Free (Re-Approved 5 Jul 2010).Doc

Author:

J Ablewhite

Readability Score:

15-16 Years

Signature of Headteacher:

Signature of Chair of Governors: _____



Statement

Wolgarston High School adopted the Staffordshire County Council Smoking at Work policy on 1 July 2007. 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.

Aim

To protect all employees, service users, customers and visitors from exposure to second-hand smoke and to assist compliance with legislation.

Smoking is not allowed in any enclosed or substantially enclosed workplace or public place. Indoor smoking rooms in public places and workplaces will no longer be allowed.

Wolgarston High School is committed to ensuring that all of our buildings and grounds are smoke-free as all employees and students have the right to work in smoke-free environment. This policy will include all school transport.

Smoking is prohibited throughout the entire workplace with no exceptions. This policy applies to all employees, students, consultants, contractors, customers, governors, lettings arrangements and visitors.

Policy Implementation

Overall responsibility for policy implementation and review rests with the Business Manager (Mrs Julie Ablewhite). All staff are obliged to adhere to, and facilitate, the implementation of the policy.

The person named above shall:

- have all the required no-smoking signs in place; and
- make sure that employees, service users, customers and visitors are aware that the premises and school buses are legally required to be smoke-free

Signage

Wolgarston High School will display a no-smoking sign in a prominent position at each entrance that:-

- is A5 size (210mm x 148mm)
- displays the international no smoking symbol in colour (minimum of 70mm in diameter); and
- says in characters that can be easily read

“No smoking. It is against the law to smoke in these premises”

In addition no-smoking signs will be displayed in locations where a risk assessment has identified it as a health and safety risk; this may include outdoor or open areas.

Non-compliance

If someone smokes on site, the responsible person should:-

- draw the person's attention to the no-smoking signs and ask them to stop smoking or go outside;
- point out that they are committing a criminal offence by smoking in smoke-free premises or vehicles and could be subject to criminal proceedings;
- remind the person that under the law you have responsibilities to prevent smoking and that you both could receive a fine; and/or
- advise an employee/pupil who breaks the law that relevant disciplinary action may be taken.

Facilities for Smokers

Wolgarston High School will not provide facilities for smokers, as there is no legal requirement to provide outdoor smoking shelters for staff or members of the public. No litter from staff smoking off site should be identified, as this could have a detrimental effect on the School's image.

Help to Stop Smoking

Wolgarston High School is committed to supporting individuals who wish to give up smoking. Students and staff can contact the Family and Student Services Centre direct to gain support/guidance.

Other support for smokers who want to stop is provided by the following organisations:

NHS Stop Smoking service:-

South Staffordshire 0800 0434304 or text "QUIT" to 60777

NHS Smoking Helpline: 0800 169 0 169

Text phone: 0800 169 0 171

Quit line: 0800 00 22 00

Useful Websites

<http://www.intra.staffordshire.gov.uk/Portal/Pages/Redirect.aspx?page=374926A7-B81A-4C1E-9744-958C70056164>

www.southstaffordshirepct.nhs.uk/services/quit/index.asp

www.givingup-smoking.co.uk

www.nosmokingday.org.uk

www.click2quit.com

www.ash.org.uk

www.tobaccofactfile.org