



PHILIPS HIGH SCHOOL

POLICY ON

SMOKING & E-CIGARETTES

Policy Statement

Bury Council and Philips High School recognise the adverse impact on health caused by direct and second hand smoking in the workplace. We are therefore supportive of the Government's commitment to eradicating the harmful effects of tobacco smoking and second hand smoke which now includes the provision to make enclosed public places and workplaces smoke-free.

This policy details the restrictions and arrangements around smoking at work and includes the use of electronic cigarettes. It will be clearly advertised and as well as employees, pupils and parents, visitors signing in will be informed of it.

Philips High School has a responsibility to develop and foster a healthy organisation for employees, children and visitors through a range of activities. The position we adopt on smoking and the use of e-cigarettes (nicotine containing products (NCP) in school is one of the ways in which we attempt to improve the working environment whilst respecting the position of individuals who choose to smoke or use NCPs.

Other reasons for restricting or prohibiting smoking (including e-cigarettes) in outdoor areas used by children is that the less smoking appears as "normal behaviour" to a child, the less likely they are to start to smoke. It is recognised that E-cigarettes do have a role to play in helping adults to quit smoking tobacco and the fact that they reduce the harms of second hand smoking it is important not to "normalise" smoking or vaping.

Smoking and the use of e-cigarettes or "vaping" is not permitted within in any of the school's buildings or on part of the school's premises within the entrance area to the school or on land adjacent to the building (car park, field area, walkways etc) where this forms part of the premises, in the interests of the health, safety and well-being of employees, pupils and visitors.

The smoking and e-cigarettes policy will apply to any of our rooms or premises that are hired out or used by others for functions.

Disclaimer

Philips High School accepts no responsibility for any form of smoking paraphernalia including tobacco, cigarettes and e-cigarettes and any found to be on the possession of any pupil will be immediately destroyed.

Aims

The word "smoking" throughout this Policy includes the use of all types of tobacco/herbal tobacco, cigarettes, pipes, cigars and electronic cigarettes. This Policy outlines the restrictions and facilities around smoking at work including the use of electronic cigarettes. It applies to employees, pupils, parents, elected members, members of the public, contractors and others working, visiting or using the School premises. It forms part of the Council's Health and Safety arrangements and is recommended to schools for adoption by each Governing Body.

This policy aims to give employees, children and visitors the right to work in an environment that is free of tobacco smoke and vapours from e-cigarettes.

Scope

This policy applies to all employees, contractors, visitors (including parents) and members of the public whilst in our buildings and on our premises.

This policy also applies to pupils not on the school premises but who are in school uniform, on a journey to or from school and includes pupils' outside of school on school business, for example, on school trips, away school sports fixtures etc.

Legislation

The Health and Safety at Work Act 1974 gave employers a duty of care to ensure the health, safety and welfare at work of all their employees and the Workplace (Health, Safety and Welfare) Regulations 1992 specifically placed a duty on employers to ensure that non-smokers were not affected by tobacco in rest rooms or rest areas.

The Smoke-free (Premises and Environment) Regulations 2006 came into force with effect from 1st July 2007 and have strengthened the law in this area, requiring all employers to provide smoke-free workplaces for employees.

The smoking ban applies in all enclosed or "substantially enclosed" public places and workplaces and vehicles use for work.

Enforcement and Monitoring

Philips High School employees are responsible for ensuring all employees, pupils and visitors comply with this policy. The enforcement of this total smoking ban will be the responsibility of all managers who should retain and file any written complaint or request in relation to this policy.

Breaches of this policy by employees will be dealt with under Bury Council's Disciplinary Procedure.

Employees who raise genuine concerns about breaches of this policy will be supported.

Staff are authorised to ask non-employees who breach the policy to leave the premises.

Breaches of the policy by pupils will lead to disciplinary action as follows:-

1. Sanctions will be issued as soon as practicable from the time of transgression. This sanction will be in the form of either a detention or isolation; however, depending on whether or not this is a one-off offence then the sanctions could lead to more serious disciplinary action.
2. Any form of smoking instrument or cigarettes will be **confiscated and destroyed – they are NOT returned**; and
3. Parents/carers will be contacted.

Support

The school takes its responsibilities in supporting employees and pupils to maintain their health and wellbeing seriously.

If a pupil would like help to reduce their nicotine intake this can be arranged via our school nurse.

Stop Smoking Support in Bury is also available from the following services:-

Bury Lifestyle Service – provide a range of health improvement services including stop smoking support to people aged 12 and above:-

- Telephone 0161 253 7554
- E-mail: lifestyleservice@bury.gov.uk
- Facebook: <https://www.facebook.com/burylifestyleservice/>
- Twitter: <https://twitter.com/LifestyleBury>

Employees

The Council will support employees wishing to give up smoking through the Occupational Health Unit, by advertising and promoting external smoking cessation services and through regular health promotion activities. Where practicable, requests from employees to attend smoking cessation programmes during working hours will be supported, subject to operational requirements and management approval. Support is available from GPs