

Jan 2024



SMOKE FREE POLICY

**HORIZONS EDUCATION TRUST
AMERICAN LANE, HUNTINGDON, CAMBRIDGESHIRE. PE29 1TQ**

DOCUMENT CONTROL	
ISSUED	CHANGES FROM PREVIOUS VERSION
Date reviewed: Jan 2024 Date of next review: Jan 2025 Reviewer: KT/AA Date of ratification by Governing Board:	Line added pg.2: "A smoke break during work is when an employee decides to use their rest break to smoke. These breaks are taken during their legal or contractual rest periods." Taken from www.healthassured.org .

It is the duty of the Trustees to ensure that no-smoking signs are displayed in accordance with the guidance that can be found on www.smokefreeengland.co.uk.

Failure to display no-smoking signs may result in a fixed penalty fine of £200.00 or a maximum fine of £1000.00 if prosecuted and convicted by a criminal court. Failing to prevent smoking in a smokefree place may result in a maximum fine of £2500.00 imposed on the manager of the smokefree premises or work vehicle.

1. INTRODUCTION

1.1 Smoking remains the largest single preventable cause of death and disability in the UK, causing some 120,000 deaths a year and costing the NHS in England approximately £1.5 billion per annum. Statistics show that smokers take about twice as much sick leave as non-smokers - nationally approximately fifty million working days are lost each year as a consequence of smoking.

1.2 The Trustees of Horizons Education Trust acknowledges that the Health and Safety at Work Act 1974 requires employers to provide a safe environment for employees and members of the public.

1.3 In line with The Health Act 2006 this policy therefore forbids all staff, pupils, volunteers, visitors and Trustees and contractors from smoking within all internal and external areas of the school, including school vehicles, with effect from *1 July 2007*.
Appropriate no-smoking signs will be clearly displayed at the entrances to and within the premises and in all smoke free vehicles.

1.4 A smoke break during work is when an employee decides to use their rest break to smoke. These breaks are taken during their legal or contractual rest periods.
Taken from www.healthassured.org

2. OBJECTIVES

2.1 We are committed to:

- protecting staff, pupils, volunteers, visitors and trustees against passive smoking by providing a smoke-free environment.
- providing advice and support to staff who want to stop smoking.
- providing young people with a consistent message regarding tobacco and appropriate role models.

3. COMPLIANCE

3.1 The Trustees believes that in the long-term risks to health will be minimised by maintaining a comfortable and safe working environment. Smokers are therefore required to comply with the policy requirements. Where an employee refuses to comply with the requirements of this policy then disciplinary action will be considered.

3.2 Those who do not comply with the smokefree law may also be liable to a fixed penalty fine of £50.00 or a maximum fine of £200.00 if prosecuted and convicted by a criminal court.

4. ADVICE AND SUPPORT FOR SMOKERS

4.1 Smokers are encouraged to access the following:

- NHS Smoking Helpline - call free on 0800 169 0 169. This friendly service can provide you with practical help and advice on giving up.
- NHS Asian Tobacco Helplines:
 - o Urdu 0800 169 0 881
 - o Punjabi 0800 169 0 882
 - o Hindi 0800 169 0 883
 - o Gujarati 0800 169 0 884
 - o Bengali 0800 169 0 885
- NHS Pregnancy Smoking Helpline - call free on 0800 169 9 169 For friendly non-judgmental advice and offer of call-back service.
- For further facts and information on tobacco visit: Tobacco Fact File: www.tobaccofactfile.org presents key facts and data about tobacco.
- Action on Smoking and Health: www.ash.org.uk
- Quit: www.quit.org. UK Charity with lots of useful advice on giving up and staying stopped. Plus information on products and methods that might help you quit.
- Quit Smoking UK: www.quitsmokinguk.com UK online community for quitting smokers by quitting smokers.

5. ELECTRONIC CIGARETTES

The school acknowledges that some employees may wish to make use of electronic cigarettes (e-cigarettes) as an aid to giving up smoking. E-cigarettes are battery-powered products that release visible vapour that contains liquid nicotine that is inhaled by the user.

The school prohibits the use of e-cigarettes in all internal and external areas of the workplace. E-cigarettes produce a vapour that could provide an annoyance or health risk to other employees. E-cigarettes can, from a distance, look like real cigarettes, creating an impressions for students, staff, parents, contractors and visitors that it is acceptable to smoke.

6. LINKS

Health and Safety Policy
Staff Code of Conduct
PSHE Policy
Drugs Policy
National Healthy School Programme

Policy agreed on: 25 Jan 2024

Committee: Teaching, Learning & Welfare

Author: Kim Taylor, CEO

Website: Y