



SMOKE FREE POLICY

→ Introduction

Smoke-free legislation was introduced in England in 2007, banning smoking in nearly all enclosed workplaces and public spaces, following similar bans in Scotland and Wales. Local authorities are responsible for enforcing the legislation. The Legislation means that smoking is not allowed in 'enclosed' or 'substantially enclosed' public places, including workplaces.

In line with this legislation, together with the proven health risks associated with smoking, and breathing in second hand smoke, IncludEd's Learning policy is to maintain a smoke free environment at all locations. It is therefore the policy of IncludEd Learning to ban smoking throughout the school day.

Although they fall outside the scope of the smoke-free legislation, IncludEd Learning also prohibits the use of e-cigarettes and vapes. The rationale for a ban on e-cigarettes is that:

- although they do not produce smoke, e-cigarettes/vapes produce a vapour that could provide an annoyance or health risk to other employees and the students we support;
- some e-cigarette/vapes models can, particularly from a distance, look like real cigarettes, making a smoking ban difficult to police, and creating an impression for our students, visitors and their employees that it is acceptable to smoke.
- It is illegal for under 18-year-olds to buy e-cigarettes/vapes.

The school also wishes to reflect its approach to the known risks to peoples' health from smoking and develop and encourage a healthier lifestyle for the whole school community. The school therefore also aims to:

- Support employees to stop smoking;
- Encourage employees to get involved in health promotion initiatives;
- Set a good example to the students and enhance the image of the school through the positive actions of employees;
- Adhere to National No Smoking in line with current legislation.

Implementation: It is the responsibility of the Senior Leadership Team to ensure that staff members are aware of and understand this policy and any subsequent revisions.

Notices at the entrances to buildings with public access should make clear the no smoking policy.

→ Scope

Whilst this overarching Policy applies to the school day, we recognise that some staff may have a physical dependency on smoking/vaping or use it as a coping strategy. In these situations, SLT have discretion to implement a local procedure to support the individual in accessing smoking cessation services. This may require a managed approach to reducing dependency and it is important to consider risk on an individual basis, i.e. if a student may go missing to find cigarettes/vapes, or put themselves into a vulnerable position. In all cases, a robust risk assessment must be in place with identified controls implemented, and the end goal must be to prevent smoking/vaping.

→ Smoking / Vaping Restrictions - Staff

IncludEd Learning operates a No Smoking / Vaping Policy in all its premises all times.

Staff working off-site are not permitted to smoke whilst in the presence of students in their care, whatever the purpose of the trip. This includes meal breaks and times when they are officially off duty but still in the company of the students concerned.

Staff will, additionally, be expected to comply in full with any instructions in force at premises that they may visit as part of their duties.

Staff have a duty to discourage students from taking up or pursuing smoking/vaping. They must not give or procure smoking materials for students. In no circumstances may cigarettes, tobacco products such as pouches, or e-cigarettes/vapes be used as a gift or form of reward for students.

Contravention of this policy will be regarded as a serious disciplinary matter.

→ Smoking / Vaping Restrictions - Students

All students attending IncludEd Learning are reminded that it is against the law for anyone:

- under the age of 16 to smoke in public areas.
- under 18 to buy cigarettes, e-cigarettes/vapes, or tobacco (such as pouches), or for adults to buy them on their behalf.

No students are permitted to smoke or vape under any circumstances within school or at other premises that the school uses. Smoking materials (e.g. cigarettes, e-cigarettes, tobacco pouches) are not to be brought onto the schools premises.

Students who have developed a habit of smoking / vaping before referral will be assisted, as part of their individual programme, to give up. Students who insist on smoking / vaping must abide by the policy for the service from which they are receiving support. They may not bring smoking materials on to the premises; any found in their possession will be confiscated and destroyed without compensation.

→ Smoking / Vaping Restrictions - Home Visits

Generally, private premises are not covered by the smoke free law, therefore it follows that staff visiting persons they are supporting in their home are not directly covered by the provisions of the legislation, however it is important that staff continue to be protected from the health risks associated from second-hand smoke in all settings.

In order to protect staff who conduct home visits, service users will be asked to co-operate in helping the company comply with the requirements of legislation, by not smoking when staff are present and ideally for 2 hours prior to their visit. Information about this aspect of the policy will be made available to all relevant service users before a home visit is organised.

Staff will be responsible for informing SLT should a family supported continue to smoke during their visits.

Staff who are offered the opportunity to smoke by the student being supported or members of their family shall not smoke in the home of the student being supported.

For further guidance on how to achieve this see link below

<http://smokefreeengland.co.uk/files/guidance-for-people-working-in-the-home.pdf>

→ Friends, Relatives and Visitors

All visitors, contractors and other persons entering the school are required not to smoke/vape in any part of the school or at entrances of the school. SLT are responsible for bringing this fact to the attention of all visitors.

→ Company Vehicles

Where staff, students or visitors use company vehicles, they should be made aware of the absolute ban on smoking/vaping whilst in the vehicles, a practice which contravenes legislation.

→ Smoking Designated Areas

By law, smoking isn't allowed in any enclosed workplace, public building or on public transport in the UK. The school considers this to extend to the formal boundary around the school. Therefore, there will be no staff smoking designated area allowed on the school premises. Staff must smoke away from property and never within the grounds, or insight of any students.

→ Signage and Communication

To ensure that everyone entering the school's premises understands that smoking and vaping is not allowed clear signs (similar to the one displayed here) will be prominently displayed on or immediately within entrances to site, bearing internationally recognised prohibition 'no smoking sign' of a slashed red circle over a black cigarette.



→ Prevention and Intervention

To effectively prevent smoking IncludEd Learning will promote educational programs to raise awareness about the health risks associated with smoking (including the use of e-cigarettes), as well as the legal, economic and social aspects of smoking, targeting both our students and staff. Resources drawn from RSHE (Relationships, Sex, and Health Education) statutory guidance are integrated into our school PSHE (Personal, Social, Health and Economic) curriculums and other awareness initiatives, such as drugs and alcohol.

Our students and staff who are non-smokers should be discouraged from experimenting with smoking tobacco (e.g. cigarettes / pouches) or regularly using e-cigarettes.

Prevention and interventions will not be focussed upon our students alone. The school will encourage parents and carers to become involved and support their child.

The school's adult-led intervention strategies forming part of our curriculum, or other educational initiatives will consider NICE (National Institute for Health and Care Excellence) guidelines, designed not only to educate our students of the risks but also offer support for those that wish to quit.

For further guidance on how to achieve this, see link below:

<https://www.nice.org.uk/guidance/ng209>

→ Useful Contacts

Guidance on the smoke free law can be obtained through the Government's and NHS' campaigns,

Smoke Free England (www.smokefreeengland.co.uk)

The National Institute for Health and Care Excellence (NICE) provide recommendations and interventions that aim to prevent children, young people and young adults from taking up smoking in educational settings. Further information on preventing uptake, promoting quitting and treating tobacco dependence in schools can be found at:

www.nice.org.uk/guidance/ng209/chapter/Recommendations-on-preventing-uptake

→ Assistance in Giving Up Smoking

It is anticipated that some smokers will find the introduction of smoking restrictions as providing the impetus they need to give up smoking entirely. Advice and counselling can be obtained from Occupational Health Services, local GP's or local Health Education Units where the advice and counselling are often available at little or no cost. The NHS Smoke Free website can be found at <https://www.nhs.uk/smokefree> or a telephone helpline is available to speak to a Specialist Advisor by calling 0300 123 1044 (dedicated line for Wales - 0800 252 8307). Lines are open daily.

The school will also be receptive to requests to set up schemes to assist staff in giving up smoking. Contact can be made through the Health Assured App to obtain further guidance and assistance on the matter.