

No-Smoking Policy

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No-Smoking Policy

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Introduction

Second hand smoking (breathing in other people's tobacco smoke) has been shown to cause cancers, heart and respiratory disease in non-smokers.

The Health and Safety at Work Act 1974 places a duty on employers to provide a working environment that is:

"Safe without risks to health"

Wave acknowledges that second hand tobacco smoke is both a public and work place health hazard and have therefore adopted this no smoking policy.

Purpose and aim of the policy

The Policy seeks to:

- Guarantee a healthy working environment and protect the current and future health of employees, customers and visitors
- Guarantee the right of non-smokers to breathe in air free from tobacco smoke
- To comply with Health and Safety Legislation and Employment Law
- Raise awareness of the dangers associated with exposure to tobacco smoke and vaping
- Take account of the needs to those who smoke and to support those who wish to stop

Scope

This policy applies to:

- all employees working at all locations;
- other workers (e.g. casual and agency workers, secondees and contractors);
- All students at all locations (including whilst off site with alternative providers);
- All visitors to all locations;
- Smoking includes "vaping"

Policy statement

Restrictions on Smoking/Vaping

Smoking/vaping is not permitted in any part of the premises, entrances or grounds at any time by any person regardless of their status.

Smoking/vaping will not be tolerated at entrances and exits and is not permitted in any of the following areas, lifts, corridors, stairways or wells, toilets or staff rooms or outside the AP Academy buildings in the sight of members of the public.

Visitors

All visitors, contractors and deliverers are required to abide by the no smoking policy. Staff members are expected to inform visitors of the no smoking policy. However, they are not expected to enter into any confrontation which may put their personal safety at risk.

Support for Smokers

Supply information and contact details of local NHS Stop Smoking Services of the National Don't Give Up Giving Up free phone helpline 0800 169 0169

Roles and Responsibilities

Staff members are expected to inform outside providers and visitors of the no-smoking policy. Staff and outside providers are expected to ensure that students do not smoke whilst attending programmes/activities arranged by Wave.

Communicating the policy

Any changes to this policy will be communicated throughout the organisation using appropriate communication channels.

Evaluation and review

This policy will be reviewed every two years to ensure that it continues to meet the aims.