



*Creative
Education
Trust*

Smoking and Vaping Policy

1. Introduction

- 1.1 Creative Education Trust recognises the right of all persons to work in a smoke/vapour free environment. The Trust is committed to promoting health and welfare, and, as a good employer, wishes to create a high quality, healthy, and safe working environment for staff, pupils, and visitors. It must, therefore, ensure that everyone is protected from the dangers of smoke/vapour in work and rest areas.
- 1.2 With the introduction of the Smoke Free (Premises and Enforcement) Regulations 2006, smoking became illegal in certain wholly or substantially enclosed public places. As well as being an offence to smoke in no smoking premises, it is also an offence to knowingly permit smoking in no smoking premises. Owners of premises and individuals may be subject to substantial statutory fines if this legislation is breached. As a result, each Creative Education Trust school is responsible for monitoring adherence to this policy and has responsibility for ensuring compliance with the law.

2. Purpose

- 2.1 This policy aims to:
 - Provide a working environment conducive to good health and productive working.
 - Ensure that each Creative Education Trust school presents a positive image to visitors and members of the public.
 - Ensure that each Creative Education Trust school complies with legislation regarding no smoking.

3. Scope

- 3.1 This policy applies to all Creative Education Trust schools and workplaces. All individuals working for the Trust or visiting Trust premises are covered, including but not limited to employees; workers, including agency workers; pupils; parents; contractors; volunteers and visitors.
- 3.2 Smoking and vaping is prohibited in all Creative Education Trust premises and on all surrounding grounds, owned or leased by Creative Education Trust including play grounds and car parks. Employees and workers are not



permitted to smoke or vape in the near vicinity of school premises, for example around the school entrances or exits.

- 3.3 Smoking/vaping is also prohibited in any Creative Education Trust vehicle, whether owned or on hire.
- 3.4 Smoking/vaping is also prohibited whilst engaging in school business off site, for example, school trips and educational visits.

4. Signage

- 4.1 Appropriate 'No Smoking/Vaping' signs are displayed at all the entrances to the school premises.

5. Compliance with the Policy

- 5.1 Managers and Supervisors are responsible for ensuring that all employees; workers, including agency workers; pupils; parents; contractors; volunteers and visitors are made aware of the policy and that they comply with its requirements.
- 5.2 Those who do not comply with smoke free regulations may be liable to a fixed penalty fine and possible criminal prosecution.
- 5.2 Any employee found in breach of this policy will be managed under the Disciplinary Policy.
- 5.2 Breaches of this policy by contractors will be taken very seriously and may result in the contractor being asked to leave the premises and the contract being terminated.
- 5.3 Other categories of individual e.g. parents breaching this policy, should be asked politely to stop and advised that they are breaching the school policy. Refusal to stop is unacceptable and will be reported to the Principal/Headteacher or their nominee.

6. Support for those that smoke

- 6.1 Help and advice on how to stop smoking can be found on the following website www.nhs.uk/smokefree/help-and-advice/support or to speak to a trained adviser call 0300 123 1044.