



**The Park Federation Academy Trust**

**Smoke Free Policy  
2018 - 2020**

## Version History

Version	Date	Status and Purpose	Changes overview
1	22 June 2013	Draft for comment	
	08 July 2013	Approved	
2	01 September 2015	Draft for comment	Staff not to use e-cigarettes on site
3	26 September 2015	Approved	
4	22 September 2018	reviewed	

## Approval History

<b>Chief Executive Officer and Federation Principal approved this policy on behalf of the Board of Directors: Dr. Martin Young.</b>
Approved on <b>9<sup>th</sup> September 2018</b>
Next review: <b>August 2020.</b>

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To enable continuous improvement, all readers encouraged to notify the author of errors, omissions and any other form of feedback.

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## **Introduction**

The purpose of the Policy is to ensure that the Park Federation Academy Trust meets its obligations under the Smoke-free (Premises and Enforcement) Regulations 2006 and its commitment to the Healthy Schools programme. The Trust also has a duty to protect the health of staff, students and visitors to each of its properties.

The policy applies to all staff, students, visitors to the Trust grounds and any person(s) leasing or hiring any part of the Academy Trust premises or grounds.

## **Objectives of the Policy**

- To comply with the Smoke-free (Premises and Enforcement) Regulations 2006, which has placed a duty on 'any person who controls or is concerned in the management of smoke-free premises' to ensure compulsory signage is displayed in the required places and smoking is prevented in all 'enclosed' or 'substantially enclosed' premises which has placed a duty on 'any person who controls or is concerned in the management of smoke-free premises' to ensure compulsory signage is displayed in the required places and smoking is prevented in all 'enclosed' or 'substantially enclosed' premises
- Satisfy section 2(2)(e) of the Health and Safety at Work Etc. Act 1974, which places a duty on employers to provide a working environment for employees that is 'safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work'
- To protect non-smokers from exposure to second-hand smoke;
- To demonstrate the Trust's commitment to protecting the health of its staff, students and the community it serves, reducing the risk of fire;
- To educate students and staff about the health risks of smoking;
- To provide support for those who wish to stop smoking.

## **The Policy**

This Trust and all of its buildings are to be maintained as a smoke-free environment. Smoking is not permitted in any buildings or grounds.

## **Students**

- Students are not permitted to smoke while on site or while in public wearing school uniform;
- Students are not permitted to smoke while engaged in Academy-related activities outside normal school hours;
- Any student who does not observe the smoking rules will be subject to the discipline and behaviour policies of the Trust.

## **Staff**

- Staff are not allowed to smoke on the premises;
- Staff are not allowed to smoke in the presence/sight of pupils or parents. This includes trips outside academy hours;
- Staff are not allowed to use e-cigarettes in academy grounds as these could be perceived as cigarettes;
- Contravention of the non-smoking rules will be regarded as a breach of discipline and the matter will be pursued through the normal disciplinary procedures.

## **Visitors to the academies**

All visitors, including parents, Board Directors, Academy council members, suppliers and contractors will not be permitted to smoke on Academy premises or grounds.

### **Those leasing or hiring the Academy premises**

Persons using the premises, for any purpose, at any time, will not be permitted to smoke whilst on the premises or grounds.

### **Implementation of the Policy**

- Members of staff will be informed by the website and this policy will become part of their contract of employment;
- Parents will be informed by the website;
- Visitors will be informed that the Academy and its grounds are smoke-free;
- Appropriate signage will be posted around the Academies.

### **Advice and Counselling**

Advice and support to discourage smoking will be offered through the academy's counselling services.