

THE MANOR – A FOUNDATION SCHOOL POLICY DOCUMENT

[March 2010]



<NO SMOKING>
RESPONSIBLE COMMITTEE: <WELFARE>

1. Introduction

1.1 The Governing Body of The Manor School is committed to achieving the five outcomes for children as stated in Every Child Matters. When considering the use of tobacco on our premises the 'Be Healthy' outcome is paramount. In our draft community drug policy we state a commitment to developing an effective 'Smoke Free' policy.

Our Smoke Free policy will directly relate to the school Health and Safety policies (currently under review August 2011).

2.0 Aims of the Policy

2.1 The policy seeks to:

- To comply with Health & Safety Legislation and Employment Law;
- to protect the students, staff and members of the community from exposure to second hand smoke;
- raise awareness of the dangers associated with exposure to tobacco smoke and promote the benefit of a smoke free lifestyle to our students;
- take account of the needs of those who smoke and to support those who wish to stop.

3.0 Restrictions on Smoking

Smoking is not permitted in **any** part of the premises, entrances or grounds at any time, by any person regardless of their status or business with the school.

Because of our commitment to the well-being of children and the wider health of the community, this smoke free policy extends to the use of our building outside school hours.

4.0 Visitors

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

5.0 Vehicles

5.1 Smoking is not permitted in vehicles being used on school business, including taxis and school buses.

6.0 Support for smokers

6.1 We will supply information and contact details of local NHS Stop Smoking Services for our local area or the National Don't Give Up Giving Up free-phone helpline **0800 1690169** or the Camquit helpline on **01223 723 022**.

We will offer support to young people wishing to stop smoking through one to one support about the effects of smoking and refer to the school nurse for support. We will also consult with professional agencies when the student is willing to stop and take advice.

7.0 Disciplinary Action

7.1 Staff who disregard the policy will be disciplined according to usual disciplinary procedures.

We will follow our Behaviour Policy when responding to students who disregard the smoke free policy.

8.0 Monitoring and reviewing

8.1 This policy will be monitored annually and reviewed every two years to ensure it continues to meet the aims.

The Smoke Free Policy Co-ordinator is the Every Child Matters Co-ordinator.