



# No Smoking Policy

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# DOCUMENT CONTROL

## Who is this policy for?

This policy is for:

- Delta Academy staff
- Delta Core staff
- Pupils, Visitors and Contractors at any Delta site

## Version number

2

## Date approved

For use from 1 November 2024

## Date of review

Summer 2027

## Revision History

REVISION	DATE	AUTHOR	DESCRIPTION
1	01/09/2019	Helen Ruddle	New policy created, consulted on and agreed by the JNC policy committee
	30/09/2019		Reviewed and agreed by ELT
2	09/10/2024	Helen Ruddle	Review of policy in consultation with JNC members

# 1. INTRODUCTION

Delta Academies Trust ("Delta") is committed to promoting the good health of all employees and pupils/students, and to the provision of a safe working environment. The Trust has a duty, under health and safety legislation, specifically the smoke-free legislation which bans smoking in all enclosed workplaces, public buildings, and public transport in the UK to ensure the health, safety and welfare of all employees, including the working environment 'so far as is reasonably practicable' and is committed to fulfilling this duty by providing a smoke free environment for all employees, pupils and visitors to our academies/schools and Head Office.

At Delta, we believe that smoking is harmful to health. Second hand smoke (passive smoking), breathing other people's tobacco smoke, has now been shown to cause lung cancer and heart disease in non-smokers as well as many other illnesses and minor conditions. Employees, parents, governors, pupils and visitors will be made aware that the Delta premises and grounds are a non-smoking area (including the use of e-cigarettes and "vaping"). Notices are displayed around the sites to inform visitors that smoking is prohibited both inside and outside of the premises and this includes smoking in cars, delivery vans, work vehicles etc. whilst on site.

## 1.1. Scope

This policy applies to all Delta employees as well as pupils, visitors and contractors.

Smoking (including e-cigarettes and "vaping") is not allowed in any part of Delta premises and grounds including offices, corridors, toilets and car parks. This includes employees own vehicles if they are having to transport a pupil in an emergency situation.

## 1.2. Objectives

The specific objectives of the policy are:

- To contribute to a healthy and safe environment for employees, pupils and visitors.
- To ensure all employees, pupils and visitors to Delta premises benefit from a smoke free environment.
- To protect employees from the hazards of second-hand smoke inhalation whilst at work.
- To heighten awareness of the health risks associated with smoking.
- To set good examples to pupils around the dangers of smoking and promoting healthy living.

- To provide opportunities, assistance and support to those employees who wish to give up or cut down smoking.

### **1.3. Provisions**

- All employees will be made aware that Delta does not permit smoking on Delta premises (inside or outside) or in the immediate vicinity of the sites.
- Adverts for new posts will indicate Delta's no smoking policy.
- Employees who wish to give up smoking will be supported to do so.
- Employees should consider the appearance of Delta when leaving the premises to smoke and avoid congregating outside the gates and driveways.
- Employees and visitors will be made aware that the use of e-cigarettes and "vaping" is not allowed on Delta premises.
- Appropriate no smoking signs will be displayed at entrances.
- Appropriate no smoking signs will be displayed in the passenger carrying compartments of Delta owned vehicles.

## **2. SUPPORT**

Delta is committed to helping smokers comply with the policy and on request can refer employees to the smoking cessation service offered by our Occupational Health provider.

Further advice and support on stopping smoking can be obtained from [www.nhs.uk/better-health/quit-smoking](http://www.nhs.uk/better-health/quit-smoking) or the NHS Smoking Helpline free phone helpline 0800 169 0 169. The NHS also provide a free NHS Quit Smoking app.

## **3. ENFORCEMENT**

If an employee is found to have breached this policy, it will be appropriate to ensure they are aware of the details and requirements of this policy. Repeated breaches may be considered as misconduct under the disciplinary policy.

Any breaches by pupils will be dealt with, and appropriate sanctions put in place, in accordance with the Academy's Care, Support, Guidance and Behaviour Policy.

Visitors and/or contractors breaching this policy will be asked to leave the site and the matter will be reported to their employer where they are visiting on behalf of a third party.

Under the UK law, workers can be fined up to £200 for smoking in the workplace and the Trust can be fined up to £2,500 if we don't stop people smoking in the workplace or up to £1000 if we don't display 'no smoking' signs.

## **4. MONITORING AND REVIEW**

Delta will ensure that the policy is reviewed every three years, or sooner where there are changes to relevant legislation, by Delta in consultation with recognised Trade Unions.