



08 Staff, volunteers and students procedures

08.15 Smoking Policy

Policy statement

Health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage are complied with in making Little Doves CP a no-smoking environment - both indoors and outdoors.

Procedures

- All staff, parents/carers and volunteers are made aware of the Smoking Policy.
- No-smoking signs are displayed.
- No-smoking is actively encouraged by having information for parents/carers and staff about where to get help to stop smoking if they are seeking this information.
- Staff who smoke or use e-cigarettes do not do so during working hours, unless on a break and well away from the premises.
- E-cigarettes are not permitted to be used on the premises.
- Staff who smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.
- Staff are made aware that failure to adhere to this policy may result in disciplinary action.
- It is a criminal offence for employees to smoke in smoke-free areas, with a fixed penalty of £50 or prosecution and a fine of up to £200.

Legal framework

- The Smoke-free (Premises and Enforcement) Regulations 2006
- The Smoke-free (Signs) Regulations (2012)