



08 Staff, volunteers and students procedures

08.15 Smoking policy

Policy statement

Little Doves Christian Pre-school aims to comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment - both indoors and outdoors.

Procedures

- All staff, parents/carers and volunteers are made aware of our Smoking Policy.
- No-smoking signs are displayed prominently.
- The Smoking Policy is stated in information for parents and staff.
- We actively encourage no-smoking by having information for parents and staff about where to get help to stop smoking if they are seeking this information.
- Staff who smoke do not do so during working hours, unless on a scheduled break and well away from the premises and out of the sight of the children.
- Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform or must at least cover the uniform.
- 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.
- E-cigarettes are not permitted to be used on the premises.
- Staff who smoke or use e-cigarettes do not do so during working hours, unless on a break and well away from the premises and out of the sight of the children.
- 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)