

MANOR ROAD PRIMARY SCHOOL



SMOKE AND VAPE FREE SCHOOL POLICY

(Lancashire Model Policy)

April 2024





Manor Road Primary School

**School Smoke and Vape Free Policy
(Lancashire County Council Model Policy, February 2024)**

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Manor Road Primary School Smoke and Vape Free School Policy

(Lancashire County Council Model Policy, February 2024)

Purpose

One of the County Council's corporate objectives is to improve health and wellbeing. Lancashire County Council now encompasses Public Health, and one of the key Public Health priorities is to support people to stop smoking. The County Council is committed to reducing rates of smoking and promoting a smoke free lifestyle to all employees, contractors and visitors. The Governing Body of Manor Road Primary School shares the same belief and has decided to adopt the policy set out below.

The policy applies to all employees of the school and other workers including casual workers, agency workers and volunteers. The policy also applies to visitors and contractors.

The safety of electronic cigarettes (e-cigarettes) has not been fully clinically tested and therefore the World Health Organisation advises that their use should be prohibited anywhere that the use of conventional cigarettes is banned. In view of this, the policy applies to both tobacco cigarettes and e-cigarettes.

The Council's Smoke-free and Vape-free Work Policy

- Smoking and/or vaping is not allowed at any time when employees or workers are at work;
- Smoking and/or vaping is not permitted when driving whilst on duty or travelling to and from meetings for school business.
- Smoking and/or vaping is not permitted on school grounds, vehicles and private or hired vehicles when used for transporting pupils, employees, parents and visitors;
- Smoking and/or vaping by employees or others, is not permitted on land owned or controlled by the School e.g., car parks, playing fields and playgrounds. This applies whilst on duty and off duty (for example the policy applies to someone smoking in their car on a school or council controlled car park at breaks or lunchtimes);
- Smoking and/or vaping is not permitted near any windows or entrances to School at any time;
- Staff choosing to smoke or vape must do so in their own time, i.e. before or after work, or during their break;
- Employees are not entitled to take specific smoke and/or vaping breaks during paid working hours;

- Employees who choose to smoke or vape, i.e. before or after work, or during their unpaid breaks, must ensure that any identifiable badges / logos are removed or covered up whilst doing so.
- This Policy will be brought to the attention of partnership organisations, businesses providing services and other stakeholders who may interact with the School's employees and students and their co-operation in implementing both the spirit and letter of the policy will be requested and accepted as part of the partnership or working arrangements;
- Any special arrangements in place with regard to employees or private individuals living in School or council owned or controlled residential establishments must comply with the legislation and guidance from the appropriate regulatory bodies. These arrangements must be updated in accordance with any changes to legislation or guidance;
- All School and council owned or controlled buildings and vehicles must display the appropriate smoke-free signage;
- Details of this policy will be included as part of the induction process for new starters.

Electronic Cigarettes / Vaping Devices / Electronic Nicotine Delivery Systems (ENDS)

E-cigarettes and tobacco are distinct from one another. A lit tobacco cigarette contains tobacco and produces carbon monoxide, tar and smoke whereas an e-cigarette does not contain tobacco and heats up the nicotine liquid as opposed to burning it.

As an organisation, the School and the council will not support the use of e-cigarettes indoors as the council has a responsibility for the health and wellbeing of all its employees. The long term health effects of e-cigarettes are currently uncertain and bystanders expect no risk increase from any product in the air they breathe.

The current position of the School and the council is in accordance with Public Health England (PHE) acknowledging that e-cigarettes are substantially less harmful to health than smoking but are not risk free. An independent review commissioned by PHE and endorsed by the Royal College of Physicians estimates that e-cigarettes are around 95% less harmful than tobacco cigarettes.

At present there is no e-cigarette which has been medically approved by the Medicines and Healthcare Regulatory Agency (MHRA) and these are not available on prescription.

Charging any personal devices including e-cigarettes in council and school buildings is not normally permitted unless in exceptional circumstances with approval from the line manager due to the potential risk of overheating or fire. Where charging of such devices is permitted, a risk assessment must be carried out and appropriate control measures put in place and monitored.

Implementation

The Governing Body should ensure that appropriate arrangements exist for implementing the policy within their School and /or areas of responsibility.

Information and support for employees

The council and School is committed to protecting the health of its employees and promoting healthy behaviours and will provide support to those employees who want to stop smoking. With support from the local specialist stop smoking service, tobacco and nicotine users are **three times more likely** to quit than going it alone. They can help with one to one support and access to licensed medicines that can be used to help to beat the cravings.

Information on smoking cessation is available on the NHS choices website and from local district councils. The council will promote and support (in conjunction with the LCC commissioned service) campaigns to discourage people from smoking and provide information and support from the local service.

For help to quit smoking and/or the use of e-cigarettes, call your local LCC commissioned service:

By telephone: 0800 328 6297

By website: www.quitsquad.nhs.uk

NHS Smoking Helpline: 0300 123 1044 or go to www.nhs.uk/smokefree

NHS Pregnancy Smoking Helpline: 0300 123 1044 or go to www.nhs.uk/smokefree

As recommended by PHE (2018) the service provides behavioural support to smokers who use an e-cigarette. If you are looking for advice to purchase an e-cigarette please access a reputable retailer or a member of the Independent British Vaping Association (IBVTA). Details can be found at: www.findavapeshop.com/

Breaches of the Policy

Headteachers need to take action if an employee or worker smokes in contravention of this policy. A record of any action should be recorded.

Breaches of this policy by school staff may lead to disciplinary action being taken.

Visitors who are smoking or vaping on council or school premises / grounds will be informed of the Smoke-free and Vape-free Work Policy and asked to stop smoking or vaping. If this is not acted upon immediately, the visitor will be asked to leave.

Monitoring of the Policy

The operation of the policy will be monitored and reviewed as required.

POLICY REVIEW DETAILS		
Policy written by	Karen Marshall	Adapted from LCC model policy in July 2007
Policy reviewed	December 2015	Reviewed and updated in line with LCC model policy
	September 2019	Reviewed and updated in line with LCC model policy Moved on to new format
	April 2024	Reviewed and updated in line with LCC model policy. Vaping now included.
Review schedule	As required	