

UTC Plymouth

Smoking Policy



UTC Plymouth acknowledges that smoking and breathing other people's tobacco smoke is a health hazard and therefore smoking in public places is banned to protect both students and staff from the harmful effects of smoke.

This policy aims to:

- provide an environment where good health is promoted for all
- highlight to all who use UTC Plymouth that it is a 'smoke free' environment within the perimeter of the grounds
- enable the College to tackle smoking-related issues
- raise awareness of the dangers associated with exposure to tobacco smoke and reinforce the College's health education programme
- satisfy Section 2(2) (e) of the Health and Safety at Work Etc Act 1974, which places a duty on employers to provide a working environment for employees that is 'safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work'
- comply with the smoke free legislation under the Health Act 2006, which from 1st July 2007 placed a duty on 'any person who controls or is concerned in the management of smoke-free premises' i.e. the Principal, to ensure compulsory signage is displayed in the required places and smoking is prevented in all 'enclosed' or 'substantially enclosed' premises
- take account of the needs of those who are addicted to smoking and to offer an avenue of support for those who wish to stop

1.0 College Environment

1. UTC Plymouth site is an entirely smoke free environment. Smoking is not permitted on the College grounds or in any part of the College buildings.
2. This policy applies to staff, all students in years 10-14, parents, visitors and contractors when they are on the College site.
3. Smoking is not permitted anywhere in the College grounds or buildings at any time. This includes College events held outside normal College hours, or at any time when a student is wearing College uniform, regardless of location, including travelling to and from the College.
4. Organisations and clubs who use the College premises outside of College hours are expected to adhere to the College's No Smoking Policy.
5. All transport provided by the College is smoke free and will display the compulsory signage as required by the Health Act.
6. Teachers, parent helpers and staff are expected to refrain from smoking on all College trips.

2.0 Staff

1. The teaching staff and governors must have a clear and detailed understanding of the damage that cigarette smoking and second hand smoke can do to health and are also aware of the nature of tobacco addiction.
2. The Principal will ensure smoking-related topics are adequately incorporated into class teaching across all year groups.
3. Where possible, staff should link up with the wider community and are encouraged to use the materials available at <http://www.healthyschools.gov.uk>.
4. Activities around smoking in schools should complement a community-wide programme of action. Messages should be consistent with and support each other.
5. Staff are not permitted to smoke anywhere on the College site which includes the College grounds.
6. All staff will be provided with a copy of this policy and new staff will be alerted to the existence of the smoke free environment at interview.
7. Breaches of this policy will be subject to disciplinary procedures.

3.0 Students

1. The following procedures will be followed if a student disregards the No Smoking Policy.
2. The College recognises a duty of care to those students who smoke and is committed to help them to break the habit.
3. Help will be made available to those students who want advice on how to stop smoking by visiting the College nurse at the College drop-in sessions.
4. If a student is found smoking in College or where College has jurisdiction the disciplinary action will be taken (see "Disciplinary Procedures" below)
5. Any letters home to parents advising a student has been found smoking should give details of the College drop-in sessions when the College nurse can provide help.
6. If the above steps do not appear to have any effect and students are not deterred by exclusion, then further steps will be taken. This will include an escalation of exclusion for refusal to comply with College policy. This will also involve awareness sessions on the dangers of smoking. A suitably qualified professional will carry out such sessions and advice should be sought from the Drug, Alcohol and Tobacco Advisor for Schools.

DISCIPLINARY PROCEDURES

The College will follow consistent procedures to deter and re-educate students who smoke on the College site or to and from the College.

The College will aim to inform parents of its disapproval of smoking and will ensure that prospective parents are aware of the sanctions likely to be enforced.

The Sanctions used are as follows:

- The students will be told to stop smoking and lunch time detention will be issued. Students will have to attend drop-in sessions with the College nurse to receive advice on how to stop smoking and a letter will be sent home to parents
- Refusal to put out the cigarette will result in a one day internal exclusion.
- Students caught violating the College's No Smoking Policy will; in addition, lose privileges such as free time at break and lunchtime.

- Repetition of the refusal to comply with the College 's No Smoking Policy within any one term will result in parents being invited into College and the probability of fixed term exclusion.

4.0 Parents and Adult Helpers

1. Parents and adult helpers will be reminded annually that the College site is a smoke free environment.
2. Parent and adult helpers are not permitted to smoke anywhere on the College site.
3. Parents will be discouraged from smoking at entrances and exits to the College site whilst collecting their child.
4. Parents and adult helpers will be asked to refrain from smoking when assisting on any College trips and events.

5.0 Contractors, Visitors and Other Users of the College Site

1. All contractors, visitors and users of the College site will be informed of the College's No Smoking Policy on signing in at Reception and are not permitted to smoke anywhere on the College site.
2. Signage will act as a reminder.
3. Contractors, visitors and users of the College site should be discouraged from smoking at exits and entrances to the College grounds, especially in view of students.
4. Smoking inside work vehicles on site is not permitted.
5. Breaches of the College's No Smoking Policy by contractors should be reported to the relevant company via the Principal.
6. Persistent breach will be followed by exclusion from the site.
Smoking among adults on College premises, or by teachers during College hours, reinforces the idea that smoking is a normal adult activity and undermines strict prohibition among students.

6.0 Monitoring, Evaluation and Review

1. The leadership team will ensure that all staff take responsibility for implementing and regularly monitoring students, staff and other adults using the College site to ensure compliance. Overall responsibility for this Policy ultimately rests with the Principal.
2. From 1st July 2007, legislation placed the responsibility on 'any person who controls or is concerned in the management of smoke-free premises' ie Headteachers, to ensure that compulsory signage in all 'enclosed' and 'substantially enclosed' premises is prevented.
3. The Principal and Senior Leadership Team will review and monitor the tutorial programme to ensure they are providing education on the dangers of smoking and second hand smoke, preferably emphasizing the benefits of not smoking.
4. The College acknowledges that smoking is an addiction and will ensure that adequate support will be made available to those who want to quit through the College nurse.
5. The Governing Body will review this policy annually and assess its implementation and effectiveness. The Policy will be promoted and implemented throughout the College.
6. This policy is available to view on request.

VERSION CONTROL SHEET

POLICY NAME: Smoking Policy

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Document date	Filename	Mtg submitted	Summary of changes required
Apr 13		PHSC	New Policy