



No Smoking Policy

Policy Code:	HS4
Policy Start Date:	July 2022
Policy Review Date:	July 2025

1. Introduction

- 1.1 This policy prohibits smoking, including the use of e-cigarettes or other tobacco products on any of CIT's sites. Any references to smoking in this policy include all of the above, including 'vaping'.

2. Purpose:

- To provide an environment where good health is promoted for all.
- To highlight to all who use CIT school sites, buildings and grounds that it is a 'smoke free' environment.
- To enable the schools to tackle smoking-related issues.
- To raise awareness of the dangers associated with exposure to tobacco smoke and reinforce the Trust's health education programme.
- To 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'.
- To comply with the smoke free legislation under the Health Act 2006, which from 1st July 2007 has placed a duty on 'any person who controls or is concerned in the management of smoke-free premises' to ensure compulsory signage is displayed in the required places and smoking is prevented in its entirety.
- To 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.

3. The School Environment

- All CIT sites are, at all times, an entirely smoke free environment. Smoking is not permitted at any time anywhere in CIT's grounds or in the buildings including toilets, corridors, staff rooms, car parks and playing fields.
- This policy applies to staff, pupils, parents, visitors, work experience students and contractors when they are on site. It also applies to all organisations who use CIT premises at any time.
- Signage around sites is put up to remind all visitors of the Trust's smoke free policy. Compulsory signage is displayed as required by the Health Act. All transport provided or contracted by CIT is smoke free and will display the compulsory signage as required by the Health Act.
- All staff and parent helpers are expected to refrain from smoking on all school trips, activities and events.

4. Securing compliance

- All staff, Trustees and Governors should be aware of the damage that cigarette smoking and second-hand smoke does to health and of the nature of tobacco addiction.
- CIT schools' curricula will ensure smoking-related topics are adequately incorporated into class teaching for each Key Stage.
- Activities around smoking in schools should complement a community-wide programme of action. Messages should be consistent with and support each other.
- Staff are requested not to smoke in view of pupils during school hours (or just before/after) even if they are not on the school site in order not to portray smoking as acceptable and particularly since they may be viewed as role models by children.

- Details of the NHS Stop Smoking Service will be available to those staff who wish to quit smoking.
- A copy of this policy is available to all on CIT website. Breaches of this policy by staff will be regarded as gross misconduct and responded to in line with the Trust's Staff Hand book and Discipline Procedures.

5. Parents and adult helpers

- Parents/carers/adult helpers will be informed of the Trust's no smoking policy when engaged in any in or out of school event, visit, or attendance.
- Parents/carers will be discouraged from smoking at entrances and exits to school sites whilst delivering or collecting their child to avoid portraying smoking as acceptable to children and young people.

6. Contractors, visitors and other users of the school site

- Contractors and users of the school sites will be informed of the Trust's no smoking policy during the making of arrangements to carry out work or use the school sites.
- Contractors, visitors and users of the school sites will be discouraged from smoking at exits and entrances to the school grounds, especially in view of pupils, in order not to undermine the Trust's no-smoking policy or to portray smoking as acceptable.
- Smoking inside work vehicles on site is not permitted.
- Breaches of the Trust's no-smoking policy by contractors will be reported to the relevant company via the school/Trust.

7. Monitoring, Evaluation and Review

- School and Trust leadership teams will ensure that all staff take responsibility for implementing and regularly monitoring students, staff and other adults using CIT sites are to ensure compliance.
- The policy will be promoted and implemented throughout CIT.
- CIT reserves the right to amend this policy at any time.
- This policy is available to view on request.

8. References

- Not applicable.

9. Acronyms

- Not applicable.

10. External References

- Health & Safety at Work, etc. Act 1974.