

Anti-Smoking Policy

Document Detail	
Category:	Employee Related / Student Related
Authorised By:	Local Governing Board
Sponsor:	Mr James Loten
Author:	Mr James Loten
Version:	5
Status:	Approved
Issue Date:	June 2019
Next Review Date:	June 2020

Ownership and Control

History

Version	Author	Dated	Status	Details
1	Kd	October 2014	Approved	Approved by the Student and Curriculum Committee 22 October 2014
2	Kd	June 2015	Approved	Approved by the Student and Curriculum Committee 17 June 2015
3	Kd	July 2016	Approved	Approved by Student and Curriculum Committee 6 July 2016
3	Kd	July 2017	Approved	Approved with no changes by Local Governing Board 12 July 2017
4	Lo	July 2018	Approved	Approved by LGB 4 th July 2018.
5	JLO	June 2019	Approved	Approved by LGB 13 th June 2019.

Intended Audience	Intended Method of Distribution
Staff, Students, Governors	Sharepoint Google Drive, website

AMENDMENT TRACKER

Name of reviewer: James Loten

Date of review: June 2019

Summary of all changes being proposed in this policy review:

Page	Details of amendment
Front	Amended from "Smoking" to "Anti-Smoking Policy".
Page 1: 4 th bullet point	Bold and underlined "it a criminal offence to smoke on the school premises"
Page 2	Bullet point 11 added
Page 3: Bullet point 5	Amend the word "community" to "pastoral".

Principles

Harwich and Dovercourt High School is committed to:

- Providing the highest quality of education and social development for pupils to ensure their emotional and physical well-being.
- Educating all employees, pupils, parents, contractors and other visitors of the dangers of smoking to health and that smoking is known to be the principal avoidable cause of premature deaths in the UK.
- The compliance with anti-smoking legislation, namely Smoke -free (Premises and Enforcement) Regulations 2006 and that from the 1st July 2007 all workplaces in England must be smoke free, rendering **it a criminal offence to smoke on the school premises.**
- Providing a healthy, clean and safe working environment for all employees, pupils, parents, contractors and other visitors.

The Health Act 2006

The Health Act 2006 was established 'to make provision for the prohibition of smoking in premises, places and vehicles; for amending the minimum age of persons to whom tobacco may be sold and to make provision in relation to the prevention and control of health care associated infections'.

"Smoking" refers to smoking tobacco or anything which contains tobacco, or smoking any other substance. Smoking includes being in possession of lit tobacco or of anything lit which contains tobacco, or being in possession of any other lit substance in a form in which it could be smoked. Smoking includes the use of electronic cigarettes (E-Cigarettes) that are nicotine or non-nicotine (flavoured/non-flavoured) based. Smoking includes being in possession of electronic cigarettes (E-Cigarettes) that are nicotine or non-nicotine (flavoured/non-flavoured) based.

Premises will be smoke-free if they are open to the public and/or are used as a place of work. The school premises will include all buildings, sports fields and areas under the auspices of Harwich and Dovercourt High School. Smoking is also prohibited on vehicles hired by the school or in any vehicle on the school premises.

Aims

1. To enable all pupils and staff to make healthy, informed choices by increasing knowledge and challenging attitudes towards smoking.
2. To provide a programme of education and accurate information about the health risks associated with smoking.
3. To seek to minimise the risks and possible legal consequences for pupils and staff from smoking in prohibited places.
4. To enable young people and staff to identify sources of appropriate personal support to help with the cessation of smoking and these support mechanisms are open to them when they are needed.
5. To monitor, as far as possible, pupil and staff involvement in smoking in order to inform school programs for prevention.
6. To have clear procedures for dealing with anyone found smoking on the premises or in the case of pupils found to be in possession of smoking materials, to ensure that such procedures are consistent and clearly understood.
7. To ensure an adequate program for Personal, Social Education & Health, with appropriate resourcing and staff training is in place to help young people make informed decisions about smoking.

8. To ensure that pupils, staff, parents, contractors and any other visitors are informed about the school's policy and procedures relating to smoking.
9. To ensure that both penalties for smoking on the school site and support procedures are consistently and fairly applied.
10. To enter into an agreement with parents, carer and pupils which clearly identifies the responsibilities of all involved and that this "agreement" is signed by both school and pupils.
11. To ensure, in the interest of health and hygiene, that smoking is not permitted around the school gates or external perimeter.

Practice

The school seeks to create the conditions in which pupils and staff take responsibility for their own health and behaviour. For this to take place, staff, pupils and parents should work to an agreed set of standards which clearly identifies the consequences of a failure to work towards them. This Smoking Policy will, therefore, clearly define the penalties for non-compliance and so create the correct, healthy and clean conditions within school in which everyone can work. The school will also work within Local Authority (LA) and Local Council guidelines and strategies for promoting health, safety and well-being for all within the school.

Harwich and Dovercourt High School will seek to build an effective partnership between the school, parents and pupils and will inform parents about the non-compliance of their children with this policy. The school will acknowledge and support the efforts of its pupils and staff to improve their health through the cessation of smoking and will promote non-smoking through pastoral programs, curriculum materials, assemblies and appropriate displays. The school will challenge the behaviour of those pupils and parents who give low priority to the elimination of smoking on school premises.

The measures contained within this policy can include measures to regulate and control the behaviour of staff or pupils when they are not being educated within school, e.g. when attending college placements, on work experience, school visits, or on any other occasion when pupils are not on the school premises but are in the charge of the school, as per the behaviour policy.

Sanctions

- **Protocol for non-compliance on school premises by staff:**

Disciplinary procedures may be followed if a member of staff does not comply with this policy. Staff may also be liable to a fixed penalty fine and possible criminal prosecution.

- **Protocol for non-compliance on school premises by visitors:**

Visitors who do not comply with this policy will be asked to leave the premises. Refusal to comply with this request may result in the Police or Local Enforcement Officer being informed.

- **Protocol for non-compliance on school premises by pupils**

Pupils will be punished for 'smoking' if:

- They are seen smoking.
- They are seen with a lit cigarette in their possession.
- They are found to have cigarettes and/or other smoking materials (including lighters and/or nicotine/non-nicotine based cartridge inserts) openly in their possession.
- They are associating themselves with others who have been caught in the act of smoking.
- They are doing any of the above with an e-cigarette or "vape".

1. If pupils are found to be smoking they will receive a sanction as soon as practicable from the time of transgression. This sanction will be in the form of either a detention or isolation with a member of the pupil support team or by a member of the leadership team, as per the behaviour policy. Furthermore, students associating with those caught in the act of smoking may receive a sanction, as per the behaviour policy.
2. A report of the incident will be completed by the relevant member of staff.
3. The incident will be logged on the schools information management system (Go 4 Schools) and a copy of the report will be placed on the pupil's file.
4. Parents or carers of the pupil concerned will be contacted.
5. The pastoral team will act to support strategies for cessation and/or notify the school nurse of the incident and an appointment will be made for the pupil concerned to meet with the nurse for health and cessation advice.
6. The term 'smoking' applies in full to tobacco based cigarettes and any form of electronic cigarette, nicotine and non-nicotine based, that enacts smoking or the act of smoking.
7. The school reserves the right to search for any contraband and to confiscate any material associated with smoking or the act of smoking.

The school will forward the names of persistent offenders to the Council Enforcement Officer and the Police and further incidents will result in more serious sanctions being considered by the school. These will include extended detentions, isolations, pastoral support plans or even exclusions. The school may choose to seek assistance from the Local Enforcement Officer or the Police in pursuing a statutory fixed penalty notice. In extreme cases where the school sanctions appear to be having no effect on certain pupils and their smoking behaviour, parents may be asked to collect and supervise their child over the periods of free time or when the smoking is taking place. The penalties and fines for the smoke-free offences set out in Health Act 2006 are; a fixed penalty notice of £50 (discounted to £30 if paid within 15 days from the issue of a notice) or a fine by a court not exceeding level 1 on the standard scale (up to £200). These fines may be subject to change.

Support

The school takes its responsibilities in supporting staff and pupils to maintain their health and wellbeing seriously and the following are some of strategies in place to help with the cessation of smoking.

1. The NHS offers a range of services to help smokers to give up. Visit www.gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0 169 for details. Alternatively you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.
2. Pupils in school can access the School Nurse for help and advice and an appointment can be made directly.
3. The school will maintain a member of staff who has received formal training to smoking cessation methods who will be available to offer advice and support to young people.
4. The school will offer a peer mentor to young people who feel they would benefit from the support of another young person.
5. Local Pharmacies are supportive of people trying to give up smoking and the following provide a smoking cessation service free of charge to young people below the age of 16.