



## **Smoke Free Policy**

### **1. Purpose**

- 1.1 The aim of this policy is to protect all staff, students, visitors and contractors from exposure to second-hand tobacco smoke, and to assist The Belvedere Academy comply with the Health Act 2006, the Health and Safety at Work etc Act 1974, and the various Smoke-Free Regulations which came into force on 1<sup>st</sup> July 2007.
- 1.2 Exposure to second-hand smoke, also known as passive smoking, increases the risk of lung cancer, heart disease and other illnesses. Ventilation, air conditioning, or separating smokers from non-smokers within the same airspace does not completely stop potentially dangerous exposure.

### **2. Policy**

- 2.1 Every person working at, studying at, or visiting the Belvedere Academy has a right to a smoke free environment. It is therefore the policy of The Belvedere Academy that all buildings, substantially enclosed spaces and external public areas of the Academy premises are smoke free. To this end smoking is prohibited in all parts of The Belvedere Academy. This policy applies to all employees, including casual and temporary staff, visitors, contractors and suppliers. The policy also applies to all Belvedere Academy vehicles, such as minibuses, Academy cars or vans.

### **3. Implementation**

- 3.1 Overall responsibility for policy implementation and review rests with the Academy Trust Board (ATB) and the Principal. The Belvedere Academy will monitor the policy on an ongoing basis. All existing employees and contractors will be notified of the policy and their role in its implementation, and all new staff will be provided with a copy of the policy on recruitment/induction. All Belvedere Academy staff, contractors and visitors are required to adhere to and support the implementation of the policy.
- 3.2 Appropriate 'No Smoking' signs will be clearly displayed at all of the main entrances to The Belvedere Academy and in all Academy vehicles.

### **4. Non-Compliance**

- 4.1 If an employee fails to comply with this policy they will be liable to disciplinary action. In addition anyone else who visits The Belvedere Academy, e.g. visitors or contractors, who does not comply with the smoke-free law is liable to a fine and possible criminal proceedings.

**5. Help to Stop Smoking**

- 5.1** The NHS offers a range of free services including advice, information and support to help smokers stop smoking. The NHS Smoking Helpline number is 0800 169 0169. Lines are open daily from 7am to 11pm, alternatively visit [www.gosmokefree.co.uk](http://www.gosmokefree.co.uk)

**6. Review**

- 6.1** This policy will be reviewed when there are changes in the law, or in accordance with the schedule drawn up by the Principal and agreed by the ATB regularly by the Principal.

**Last Revised and Modified: May 2010**