



Healthy College Standard

Smoke Free Policy

HSP 25

May 2007

Policy on Smoking

The Health Act 2006 states:

‘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 lit substance in a form in which could be smoked.

1.0 Purpose

1.0.1 York College is committed to the reduction of smoking amongst staff and learners and the introduction of a no smoking culture.

1.0.2 This policy is to enable compliance with the smoke free premises requirements of the Health Act 2006 and the College’s obligations under the Healthy Colleges’ Standard. The College recognises that smoking and exposure to second-hand smoke (breathing in other people’s smoke) are a risk to health which have been shown to cause cancers, plus heart and respiratory disease in both smokers and non-smokers. The Health and Safety at Work Act 1974 places a duty on employers to promote a working environment that is “safe, without risks to health”.

1.0.3 This policy seeks to:

- Guarantee a healthy working environment and protect the current and future health of employees, learners, contractors and visitors;
- Guarantee the right of non-smokers to breathe in air free from tobacco smoke;
- Comply with Health & Safety Legislation and the Health Act ;
- Raise awareness of the dangers associated with exposure to tobacco smoke;
- Take account of the needs of those who smoke and to support those who wish to stop;
- Encourage and support staff and learners to stop smoking.

2.0 Scope

All staff, learners, contractors and visitors must comply with this Policy.

3.0 Statement of Action

The aim of this policy is to:

- Protect the health of staff;
- Protect the health of learners, visitors and contractors;
- Set an example to others, especially young learners;
- Inform employees and managers of their responsibilities in respect of the policy;
- Support staff and learners to help them cope with the restrictions placed on them or to stop smoking;
- Promote the culture of a Smoke Free College.

3.1 Smoking restrictions

3.1.1 York College prohibits the smoking of tobacco or any other substances in all areas of the college.

3.1.2 Smoking is also prohibited in all college vehicles or any vehicles hired for college business;

3.1.3 The Yorkshire Rail Academy staff, learners, contractors and visitors must also comply with any the restrictions imposed by the National Railway Museum's Smoking Policy.

3.2 Management

3.2.1 The college has a duty to ensure that the health and safety of all its staff, learners, visitors or contractors is maintained and that their well-being is sustained at the optimum level. It will be the responsibility of all managers to ensure that the Policy is implemented and that all staff are aware of it and work within it. All staff are required to ensure that learners, visitors and contractors are aware of the smoking prohibitions and that they abide by them.

3.2.2 It will be the responsibility of managers to ensure that there is no loss of working time by staff who smoke during their normal working hours.

3.3 Employer's Responsibilities

3.3.1 The college will implement this policy from 1 July 2007.

3.3.2 The college will ensure that in all areas of recruitment, all potential employees and learners are made aware of this policy on

smoking prior to taking up employment or engagement with the college.

3.3.3 The college will by promotional activities and the provision of information encourage smoking cessation and seek to offer support to those staff seeking to give up smoking.

3.4 Staff and Learner Responsibilities

3.4.1 It will be the responsibility of each individual member of staff, learner, visitors and contractor to comply with this policy on smoking.

3.4.2 Staff also have a role to play in enforcing this policy and are required to deal with any observed or reported breaches.

3.4.3 The College considers that persistently acting in contravention of the Policy is a matter that may reasonably be dealt with through the appropriate disciplinary procedure. In the case of contractors this could lead to removal from the approved contractors list.

3.5 Signage

“No Smoking Signs” will be displayed as required by the Act, in addition prohibition signs will be placed at the entrance giving notice of the smoking restrictions on campus. Signage will comply with the health and Safety (Safety Signs and Signals) Regulations 1996 and the Smoke-free Signs Regulations 2007.

3.6 Promotion of smoking cessation

The college will provide help and support for staff through Smoking Cessation Clinics by organised by our Occupational Health Service (or other organisations) and Smoking Cessation advice will be given to learners through tutorial programmes.

3.7 Useful links:

www.givingupsmoking.co.uk

www.cleanairaward.org

www.ash.org.uk

www.lunguk.org

www.brit-thoracic.org.uk

www.quit.org.uk

Note:

The College does not accept any responsibility for the content, views or information provided on these websites.

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