

# The Canterbury Academy Trust

## Schools for all the Talents



Name of policy	Smoking Policy
Document owner	Terry Onions
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Additional notes	Must be displayed on the academy intranet and website, in main reception and rest areas, including partner organisations Under the umbrella of health and safety
Number of pages	3

# The Canterbury Academy Trust

## **SMOKING (INCLUDING E-CIGARETTES) POLICY**

Issued July 2007; Last revised March 2021

### **AIMS**

This policy aims to comply with the law.

The policy aims to give non-smokers the right to work/study in an environment that is free of tobacco smoke and as a 'Healthy School' to promote non-smoking through education and to encourage smokers to cease.

The policy applies to all employees, students, visitors and members of the public whilst in our buildings or on our site.

The Canterbury Academy Trust will also support, where reasonable and practical, employees or students who wish to stop smoking. A number of staff have now been trained in delivering Smoking Cessation Courses, including the possible prescription of nicotine replacement therapy.

### **The Canterbury Academy Policy Statement**

The Canterbury Academy Trust recognises its responsibilities under the law and therefore:

- Smoking is not allowed in any of the academy buildings or on any of the academy sites.
- Smoking is not permitted in any vehicle, which is used for work purposes.
- The Smoking Policy will apply to any rooms or premises that are hired out for functions.
- Smoking in the buildings is illegal

### **Smoking outside buildings**

The Canterbury Academy Trust has a no smoking policy, which is applicable to all its sites, including those that are not based on the main campus. Smoking is not permitted inside any of the academy buildings or its perimeters, unless in a designated area. However, adults who work or visit The Canterbury Academy Trust should be aware of their responsibilities as role models to children and thus not smoke at all where children can see them (especially not outside the front gates of schools).

### **Students**

Students who smoke inside the academy campus will be sanctioned according to the academy behaviour policy. The parents/guardians of such students will be informed by letter that a criminal act has occurred and informed that should the act be repeated then the school will inform the 'enforcement agency' who may issue a fine (Currently between £50 - £200).

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**Note: Referrals to pupils/students/child within the policy covers all young people within our care this may on occasions include students from other schools and in the community**

Students who smoke will be signposted to support programmes available through the NHS.

## **Staff**

### Smoking in Vehicles

Smoking is not allowed in the academy minibuses.

Moreover, although difficult to enforce, smoking in vehicles, which are used for work purposes, is also not allowed.

### Staff Working for Other Organisations

Staff who are seconded or who work in establishments other than those owned by The Canterbury Academy Trust must follow the policy of the organisation in question with respect to smoking.

## **Enforcement and Monitoring**

The Executive Principal is responsible for ensuring staff/students are aware of and are encouraged to comply with this policy. Persistent and/or intentional breaches of the policy will lead to disciplinary action under the student behaviour policy/staff disciplinary procedure.

Any visitor to our premises breaking the conditions of this policy will be asked to stop smoking or to leave the premises.

The Canterbury Academy Trust reserves the right to pass the names of people smoking in the buildings of The Canterbury Academy Trust site to the appropriate enforcement agency.

### **This policy will be:**

- displayed in all main reception areas, including the partner organisations on site and staff rooms. It will also be available on the academy intranet and website.
- communicated to all employees, students, parents, contractors and visitors.
- referred to in contracts of employment.
- made available to all new employees as part of their induction.

'No smoking' signs will be clearly displayed around buildings/establishments and within the school minibus.

### Local Support

Support is available from the NHS Stop Smoking Helplines for those who want help to stop smoking:

Area	Contact Number	Area Covered
Smoke free NHS	0300 123 1044 <a href="http://www.nhs.uk/smokefree/help-and-advice/support">www.nhs.uk/smokefree/help-and-advice/support</a>	
Kent Community Health NHS trust (stop smoking service in Kent) 'One you smoke free'	0300 123 1220 WWW.kentcht.nhs.uk	London Road Surgery 49 London Road Canterbury Kent CT2 8LF

**NOTE:** It may be possible to set up workplace groups if there is sufficient interest.

### Other useful contacts:

- Action on Smoking and Health (ASH) – offer confidential advice on problems associated with smoking in the workplace. Tel: (0207) 404 0242. E mail: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk) Website: [www.ash.org.uk](http://www.ash.org.uk)

\*The school smoking policy also applies to e cigarettes