

Smoke free Policy

Aim

Children's health and wellbeing is of the utmost importance for the nursery. Smoking has proved to be a health risk and therefore, in accordance with legislation, Tiny Oaks Day Nursery operates a strict no smoking policy within its buildings and grounds. It is illegal to smoke in enclosed places.

You are respectfully required to abstain from smoking whilst on the premises. This rule applies to staff, students, parents, carers, visitors, contractors etc. This policy also applies to the use of E-cigarettes/vapour.

Implementation

Overall responsibility for policy implementation and review rests with the Manager of the nursery. However, all staff are obliged to adhere to and support the implementation of the policy. The Manager shall inform all existing employees of the policy and their role in the implementation and monitoring of the policy. They will also explain the policy to all new members of staff. This should be the case for all policies.

Appropriate 'no smoking' signs will be clearly displayed at the entrances to the nursery.

It is at the Director's discretion as to whether or not staff are allowed to smoke in their refreshment breaks. If this is allowed, then the following instructions must be adhered to:

- Staff must not smoke whilst wearing nursery uniform as it is essential that staff are positive role models to children and promote a healthy lifestyle
- Smokers should smoke away from the nursery building
- Smokers should smoke out of view of the nursery building
- Smokers should smoke out of view of any parents/visitors to the nursery
- Smokers should not return to work for a full 15 minutes after the cigarette has been extinguished and the time spent on a smoking break should be deducted from the smoker's usual refreshment allowance
- Smokers should eat a mint or brush teeth before returning to work
- Staff accompanying children outside the nursery are not permitted to smoke. We also request that parents accompanying nursery children on outings refrain from smoking whilst caring for the children

Non - compliance

Local disciplinary procedures will be followed if a member of staff does not comply with this policy. Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

Help to stop smoking

We respect that it is a personal choice to smoke, although as an organisation we support healthy lifestyles and therefore help staff and parents to stop smoking by:

- Providing details of the NHS quit smoking helpline - www.smokefree.nhs.uk
- Offering in-house support

If an employee uses their own car or a Company vehicle for business purposes, the ban does not apply unless it is being used for work by more than one person, either as a driver or passenger. Drivers who use their own cars on Company business shall prohibit smoking for passengers whilst carrying out Company business.

This policy was adopted on	Signed on behalf of the nursery	Date for review
16/01/2023	<i>m khaira</i>	16/01/2024