

No Smoking Policy



Responsibility:	Chief Financial Officer
Approved by Board:	July 2020
Next Review Date:	June 2022

Contents

1. Objectives.....	3
2. Trust Policy.....	3
3. Pupils and students.....	3
4. Staff.....	3
5. Parents and adult helpers	4
6. Visitors, contractors, hirers and other users of COLAT academy sites.....	4
7. Securing compliance	4
8. Monitoring, Evaluation and Review	4

1. Objectives

City of London Academies Trust (COLAT) academies teach pupils and students about the dangers of smoking and it is therefore important for the Trust and each academy to provide an environment which complements and does not negate this teaching. The Trust and each academy also have a duty to protect the health of students, staff and visitors to the academies.

This policy aims to:

- provide an environment where good health is promoted for all
- demonstrate the Trust's commitment to protect the health of its staff, pupils/students and the communities it serves.
- protect non-smokers from exposure to second-hand smoke.
- educate pupils/students and staff about the health risks of smoking.
- provide support for those who wish to stop smoking
- comply with health and safety legislation, smoke free legislation and employment law.

2. Trust Policy

Smoking is not allowed anywhere on any of COLAT academy sites including toilets, corridors, staff rooms, car parks and playing fields. **Any references to smoking in this policy include tobacco products, e-cigarettes and vaping.**

This policy applies to staff, pupils/students, parents, visitors, governors, trustees, work experience students and contractors when they are on any COLAT academy site. It also applies to all organisations who use the COLAT academy sites at any time.

Compulsory signage is displayed at each COLAT academy, as required by the Health& Safety Act, and to remind visitors of the smoke free policy. All transport provided or contracted by COLAT academies is smoke free and will display the compulsory signage as required by the Health Act.

3. Pupils and students

- Pupils/students are not permitted to smoke while they are on any COLAT academy premises or while they are wearing any COLAT academy uniform travelling to and from any COLAT academy.
- Pupils/students are not permitted to smoke while engaged in academy-related activities outside school hours, including trips
- Smoking cessation advice and support for pupils/students will be provided through the PSHE curriculum.
- Contravention of no smoking rules will be regarded as a breach of discipline and the matter will be dealt with through the normal disciplinary procedures.

4. Staff

- Staff are not allowed to smoke on any COLAT academy premises. Please note any staff member caught smoking is subject to formal disciplinary action taken against them.

- Staff are not allowed to smoke in the presence/sight of pupils/students or near any COLAT academy or whilst in charge of COLAT pupils/students. This includes trips and activities outside academy hours.
- Contravention of the no smoking rules will be regarded as a breach of discipline and the matter will be pursued through the normal disciplinary procedures.

5. Parents and adult helpers

- Parents/adult helpers will be informed of the Trust's no smoking policy when engaged in any in or out of school event, visit, or attendance and will be expected to refrain from smoking during the event.
- Parents will be discouraged from smoking at entrances and exits to COLAT academy sites whilst delivering or collecting their child to avoid portraying smoking as acceptable to children and young people.

6. Visitors, contractors, hirers and other users of COLAT academy sites

- All visitors, including governors, trustees, parents and suppliers will not be permitted to smoke on COLAT academy premises.
- Contractors and users of COLAT academy sites will be informed of the Trust's no smoking policy during the making of arrangements to carry out work or use the academy site.
- Contractors, visitors and users of COLAT academy sites will be discouraged from smoking at exits and entrances to the school grounds, especially in view of pupils/students, in order not to undermine the Trust's no-smoking policy or to portray smoking as acceptable.
- Smoking inside work vehicles on site is not permitted.
- Breaches of the Trust's no-smoking policy by contractors will be reported to the relevant company.
- Persons hiring COLAT academy premises, for any purposes, at any time, will not be permitted to smoke.

7. Securing compliance

- All staff, governors and trustees should be aware of the damage that cigarette smoking and second-hand smoke does to health and of the nature of tobacco addiction.
- The senior leadership team in each COLAT academy will ensure smoking-related topics are adequately and appropriately incorporated into class teaching for each Key Stage.
- Staff are requested not to smoke in view of pupils/students during school hours (or just before/after) even if they are not on any COLAT academy site in order not to portray smoking as acceptable and particularly since they may be viewed as role models by children.
- Details of the NHS Stop Smoking Service will be available to staff who wish to quit smoking.

8. Monitoring, Evaluation and Review

- Senior staff in each COLAT academy senior leadership teams will be responsible for ensuing monitoring compliance with this policy on a day-to-day basis.
- The Principal/Headteacher at each academy will be responsible for compliance with all statutory obligations