

# SAFEGUARDING & WELFARE REQUIREMENT: SAFETY & SUITABILITY OF PREMISES, ENVIRONMENT & EQUIPMENT

## 8.7 No Smoking



### Policy Statement

At St John's Playtime Pre-school we comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment - both indoors and outdoors.

### Procedures

- All staff, parents and volunteers are made aware of our no-smoking policy.
- We display no-smoking signs.
- The no-smoking policy is stated in our information for parents.
- We actively encourage no-smoking by having information for parents and staff about where to get help to stop smoking if they are seeking this information.
- Staff who smoke or use E-cigarettes do not do so during working hours, unless on a scheduled break and off the premises.
- Staff who do smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.
- Smoking is not permitted in any vehicles belonging to the setting.
- Staff are made aware that failure to adhere to this policy and procedures may result in disciplinary action.
- It is a criminal offence for employees to smoke in smoke-free areas, with a fixed penalty of £50 or prosecution and a fine of up to £200.

### Legal framework

- The Smoke-free (Premises and Enforcement) Regulations (2006)
- The Smoke-free (Signs) Regulations (2012)

**This policy was adopted at a meeting held by St John's Playtime Pre-school committee on 17<sup>th</sup> June 2009.**

**This policy was reviewed & updated on: March 2019**

**This policy will be reviewed again on: March 2020**

**Signed on behalf of the Management committee and provider:**

**Name of Signatory: Wendy Bevan**

A handwritten signature in black ink, appearing to read 'Wendy Bevan', written in a cursive style.

**Role of Signatory: Committee Chairperson**