

Duchy Preschool & Playgroup, Bradninch				Page 1 of 2	
Document.	<b>044</b>	<b>Smoking Policy</b>			
Revision	<b>00</b>	Approved By	<b>Naomi Lee</b>	Approval Date	<b>21/06/23</b>

## Scope

The Duchy Preschool and Playgroup aims to 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.

## Procedure

- All staff, parents and volunteers are made aware of our Smoking Policy.
- No-smoking signs are displayed prominently.
- The Smoking Policy is stated in information for parents and staff.
- 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 do not do so during working hours, unless on a scheduled break and off the premises.
- Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform, or must at least cover the uniform.
- E-cigarettes or Vapes are not permitted to be used on the premises.
- Staff who smoke or use e-cigarettes or vapes during their scheduled breaks must do so well away from the premises.
- Staff who smoke during their break make every effort to reduce the effects of odour and passive smoking for children and colleagues by changing their tops if not covered.
- 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 frame work

- ♣ The Smoke-free (Premises and Enforcement) Regulations 2006 [www.opsi.gov.uk/si/si2006/20063368.htm](http://www.opsi.gov.uk/si/si2006/20063368.htm) ♣ The Smoke-free (Signs) Regulations 2007 [www.opsi.gov.uk/si/si2007/20070923.ht](http://www.opsi.gov.uk/si/si2007/20070923.ht)

