

# SMOKEFREE POLICY

January 2017

Parents, Staff and Governors will be asked to support the messages contained within the policy and adhere to the smoking policy at all times. Alternative formats of the policy (e.g. large-print) are available on request.

This policy will be monitored to ensure that it is running effectively. Any problems or queries relating to the policy can be put to the Head of School in writing.

### **Smoking Legislation**

The Health Act 2006 bans smoking in all enclosed public spaces and Section 2(2) of the Health & safety at Work Act 1974 places a duty on employers to: ‘...provide and maintain a safe working environment which is, so far as reasonably practical, safe, without risks to health and adequate as regards facilities and arrangements for their welfare at work.’

The Children and Families Act 2014 enables the Government to implement regulations to prohibit the purchasing of tobacco by adults for children; and to prohibit the sale of nicotine products including electronic cigarettes to persons under the age of 18. If you are under 16 and a police officer sees you smoking in a public place, they have a duty to confiscate your cigarettes.

### **Aim**

To create a whole-Academy approach to cigarettes/e-cigarettes/tobacco in order to prevent the uptake of, and reduce the prevalence of, smoking across the whole Academy community.

To protect all students, staff, parents/carers/governors and visitors from exposure to second-hand smoke.

Guarantee the right of everyone to breathe air free from second-hand smoke.

To ensure that all Academy staff, volunteers and Governors are role models for our young people with regard to not consuming tobacco on, or within sight of the Academy

To provide children and young people with consistent information about tobacco (including health effects, legal, economic and social aspects of tobacco use) throughout the curriculum

To provide interventions that aim to prevent the uptake of smoking and support students, staff, parents/carers who smoke and wish to stop smoking.

### **Smokefree Sheffield**

The Academy has recently joined with Zest for Health. They are a Sheffield based charity who are supporting the school tackling issues around smoking. Over two-thirds of smokers take up smoking before the age of 18; therefore we have a responsibility to focus on preventing uptake of smoking and reducing smoking prevalence amongst this age group. The aim is to reduce the number of young people who smoke and lower the rate of students initiating smoking. We are taking a whole school approach to tobacco control. We will refer students to stop smoking support.

L Hills (School Medical Practitioner) is the Smokefree Lead for Springs Academy.

## Policy rationale

- Smoking is the leading cause of preventable illness and death
- Exposure to second-hand smoke has dangers to the health of the school community
- Earlier uptake of smoking in young people is associated with heavier smoking, higher levels of dependency, lower chance of quitting and higher mortality later in life
- Smoke free school sites de-normalises smoking which has been shown to reduce smoking prevalence
- Reducing smoking amongst young people will also reduce the number of young people who move on to experiment with other substances e.g. alcohol and cannabis.

## Scope of the policy

- **Smoking is not permitted on or in the vicinity of the school grounds at any time, by staff, students, parents/carers/governors and visitors**
- Smoking includes the use of other tobacco related products including oral chewing tobacco (Paan), Shisha and the use of e-cigarettes
- Smoking is not permitted in vehicles
- Staff who choose to smoke are only permitted to smoke out of visual sight of the school building ie smoking is **NOT** permitted on Hurlfield Road, Gleadless Common, Grassmoor Close, East Bank Road, Arbourthorne Road and Methley Close and is only permitted at agreed break times
- The policy also applies to school organised events or residential trips
- The following procedures will take place if the Smokefree policy is not adhered to:
  - **Students** – the Smokefree pathway is detailed in **appendix 1** and will be followed. Cards and letter templates are detailed in **appendix 2**.
  - **Staff** – they will be liable to disciplinary action in accordance with United Learning’s disciplinary policy
  - **Parents/Carers and visitors** – they will be politely reminded of the Academy’s Smokefree policy and requested to refrain from smoking on or in the vicinity of the school site.



**Identified school ground exclusion zone**

## Implementation of the policy

- Responsibilities lie with:
  - Overall responsibility for coordinating the implementation of this policy rests with M Shipman (Head of School)
  - Responsibility for reporting student smoking rests with **all staff**
  - Responsibility for referring to stop smoking rests with L Hills (School Medical Practitioner)
  - Responsibility for implementing behaviour management and parent notification rests with M Shipman (Head of School)
- This policy will be communicated clearly with students, staff, governors, parents/carers and visitors
- Clear 'no-smoking' signs will be displayed to ensure that everyone entering the site are aware of the policy
- Staff duties will include ensuring smoking does not take place
- We will consult with students, the student council, staff, parents/carers and governors about the policy and what information and support they need to implement the policy
- We will have student peer mentors to support the implementation
- Education about the dangers of smoking is integrated into the PSHE and wider curriculum. The Academy will promote Smokefree as the norm at all opportunities.

## Vehicles

The smoking policy will apply to all Academy owned/hired/leased vehicles, as well as private vehicles when used for carrying students or staff on Academy business. Please note: this is a statutory requirement. Academies have a duty to reinforce the smoking legislation on buses used for student transport.

### Support to stop smoking

We will support smokers in the following ways:

- Providing on-site stop smoking support sessions
- Providing information sessions about the benefits of stopping smoking and support available to stop with local smoking services
- Referring to local stop smoking services
- Negotiating limited time off to attend stop smoking support
- Encouraging staff to attend training to provide stop smoking support sessions
- Student confidentiality – students above the age of 12 have the right to confidentiality when quitting smoking and will be assessed as being Gillick competent<sup>1</sup> to make their own decisions about quitting. Parents will not be informed about their child smoking until Stage 2 of the Smokefree Pathway (**Appendix 1**). Child protection procedures supersede any confidentiality agreement.

(See **Appendix 3** for Zest Smokefree Children and Young People Programme and Yorkshire Smokefree Sheffield contacts for further information about arranging stop smoking support options)

## Monitoring and reviewing

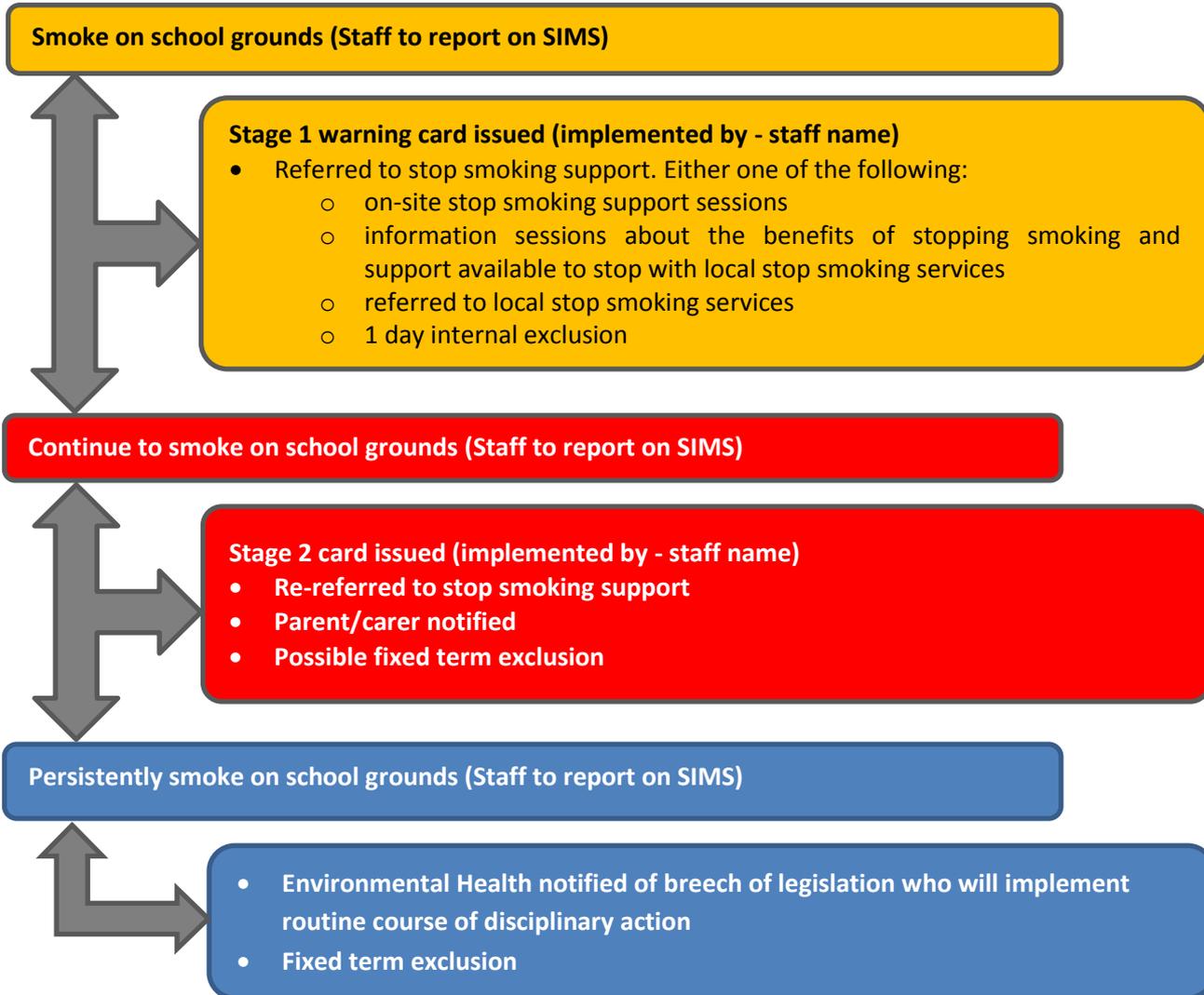
This policy will be reviewed every 2 years to ensure that it continues to meet its aims. Additional measures which inform staff and students of support will be maintained and regularly reviewed.

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<sup>1</sup> Gillick competency helps assess whether a child has the maturity to make their own decisions and to understand the implications of those decisions.

Appendix 1

**Student Smokefree Pathway**



## Appendix 2

### 1. Yellow card – student

Details of the incident:

**NAME OF STUDENT:**

**DATE:**

**TIME:**

**LOCATION:**

#### Why have I been given this warning?

- Smoking on the school grounds is breaking the school's Smokefree Policy which protects the school community from second-hand smoke

#### Further information and support...

Select one of the following options:

- You are invited to on-site stop smoking support sessions on .....
- You are invited to information sessions about the benefits of stopping smoking and support available to stop with local stop smoking services on .....
- The Yorkshire Smokefree Service offers free nicotine replacement e.g. patches, gum, lozenges and tips to overcome cravings to help you quit. They offer support online, over the phone and face-to-face. For more information ring 0800 612 0011 (free from landlines) and 0330 660 1166 (free from mobiles) or visit [www.yorkshiresmokefree.nhs.uk](http://www.yorkshiresmokefree.nhs.uk)
- Please see fact sheet/useful websites and apps which give you information on the benefits of stopping smoking

#### What will happen if I do it again?

- If you continue to smoke on school grounds your parent will be notified and you may receive a fixed term exclusion.

Yours sincerely

M Shipman  
Head of School

## 2. Red card – student

Details of the incident:

**NAME OF STUDENT:**

**DATE:**

**TIME:**

**LOCATION:**

### Why have I been given this warning?

- Smoking on the school grounds is breaking the school's Smokefree Policy which protects the school community from second-hand smoke

### Further information and support...

Select one of the following options:

- You are invited to on-site stop smoking support sessions on .....
- You are invited to information sessions about the benefits of stopping smoking and support available to stop with local stop smoking services on .....
- The Yorkshire Smokefree Service offers free nicotine replacement e.g. patches, gum, lozenges and tips to overcome cravings to help you quit. They offer support online, over the phone and face-to-face. For more information ring 0800 612 0011 (free from landlines) and 0330 660 1166 (free from mobiles) or visit [www.yorkshiresmokefree.nhs.uk](http://www.yorkshiresmokefree.nhs.uk)
- Please see fact sheet/useful websites and apps which give you information on the benefits of stopping smoking

### What will happen as a result of this warning?

- You will receive a fixed term exclusion and your parent will be notified of the incident

### What will happen if I do it again?

- Environmental health will be notified that you are breaching Smokefree legislation and will implement a routine course of disciplinary action

Yours sincerely

M Shipman  
Head of School

## Letter to parent/carer

Dear [parent/carer name]

This letter is being sent to you as a result of [student name] smoking on school grounds despite receiving a warning. The details of the incident can be found below:

**DATE:**

**TIME:**

**LOCATION:**

This letter is in line with the school *Smokefree Policy* of which you should be aware.

Smoking on school grounds is breaking the school's Smokefree Policy which protects the school community from second-hand smoke.

Your child has been referred to support to stop smoking. Please see leaflet about local stop smoking support available. For breaking the school's Smokefree Policy your child will also start a behaviour management process.

If there are further incidents, your child could be referred to Sheffield City Council Environmental Health Team which may lead to a fine and prosecution. Clearly these measures can be avoided with the co-operation of your child.

Please also see leaflet about Smokefree awareness sessions available to parent/carers of the school. These sessions are provided by Zest Smokefree Children & Young People Service.

If you would like to talk about this letter, please feel free to contact: L Hills

Yours sincerely

M Shipman  
**Head of School**

*Enclosures:*

*Yorkshire Smokefree service leaflet*

*Zest Smokefree awareness for parent/carers leaflet*

## *Appendix 3*

### **Zest, Smokefree Children and Young People Programme**

Contact: Louise Wright / Danielle Bradley – [louise.wright@zestcommunity.co.uk](mailto:louise.wright@zestcommunity.co.uk)

0114 27902040

*Work with secondary schools in Sheffield to support a whole school approach to tobacco control. Provides support with policy implementation and on-site stop smoking support groups and information sessions.*

### **Yorkshire Smokefree Service**

Contact: 0800 612 0011 (free from landlines) or 0330 660 1166 (free from mobiles) or visit [www.yorkshiresmokefree.nhs.uk](http://www.yorkshiresmokefree.nhs.uk)

*Offer a pick and mix of stop smoking support including telephone, online and face-to-face support.*

### **Consumer Direct Helpline**

Contact: 08454 04 05 06

*Reporting underage sales of cigarettes*

### **Sheffield City Council Trading Standard Team**

Contact: 0114 2736290

*Reporting sales of cheap and illicit tobacco*

### **The Corner**

Contact: 0114 275 2051

*Offer group and one-to-one young person-centred interventions which provide advice to prevent and reduce the harms of drugs and alcohol*