



<b>ANTI-SMOKING POLICY</b>	Revision No	7
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## Contents

Purpose, Values and Aims of Highfields School.....	2
1. Summary .....	3
2. Purpose .....	3
3. Scope.....	3
4. Implementation .....	3
5. Process.....	3
6. Review Process .....	4
7. Responsibilities .....	4
7.1 The Governors have responsibility for:.....	4
7.2 The Headteacher has responsibility for:.....	4
7.3 The Health and Safety Officer has responsibility for:.....	4
7.4 All site users have the responsible for:.....	4
8. Monitoring, evaluation and Policy review.....	4
9. Associated Documents .....	4
9.1 Associated Policies.....	4

## Purpose, Values and Aims of Highfields School

### Our Core Purpose

To be an inclusive, happy community that values every individual and inspires them to achieve their full potential.

### Our Values

Inclusion, fairness and equality  
Respect and tolerance  
Celebration of achievement  
Personal reflection, honesty and mutual trust  
Care for our environment

### Aims – to achieve our core purpose and values we aim to:

- Respect all students and staff as individuals
- Celebrate diversity and promote equality
- Provide appropriate levels of challenge
- Develop understanding and enjoyment of learning
- Support and encourage individuals to make a valuable contribution to society
- Be a reflective school seeking continuous improvement
- Play an active part in our community
- Nurture physical and emotional well being
- Promote a happy, safe and stable environment



## 1. Summary

The intention of this policy is:

- To ensure that the school premises are smoke-free.
- To support those who wish to stop smoking.

## 2. Purpose

- To interpret legislation, directives and advice on smoking in public places.
- To have in place a clear protocol and procedure to ensure the school is smoke-free.
- To provide a working environment on both sites which is smoke-free, in line with the law on smoking in public spaces and workplaces.
- This is for the benefit of all people who use the school.

## 3. Scope

This document applies to all staff, students and visitors to the school.

## 4. Implementation

4.1 This policy applies to all types of smoking, including electronic cigarettes, “vapes” (e-cigarettes and “vapes”).

4.2 Drivers of vehicles used for business purposes, including transporting other people, should refrain from smoking in their car during these journeys.

Staff should use this policy to protect students on educational visits.

4.4 Smoking breaks are not permitted

4.5 Derbyshire County Council offers assistance for employees wishing to stop smoking from the Occupational Health Unit, County Hall, Matlock.

The school is committed to raising awareness of the dangers of smoking.

Visitors are not permitted to smoke on any part of either campus, both buildings and grounds, and are requested to observe this rule.

## 5. Process

5.1 Anyone has the right to request that a person refrains from smoking on site. Any resistance or inappropriate response should be reported to SLT.

5.2 Sanctions for students are shown below:

Cigarettes, electronic cigarettes (e-cigs) and vapes are not allowed in school, nor are students permitted to smoke or use e-cigs on their way to school or on their way home from school. The school's behaviour policy clearly outlines expectations for student conduct which, for the vast majority of the time, reflects extremely positively on our school community. If a student is found to have brought cigarettes, an e-cig or a vape into school they will be confiscated for five school days, and the student will receive a one hour after school detention. In this event, we will make arrangements to speak with parents/carers about the issue.

## 6. Review Process

This policy is reviewed by the Health and Safety/Premises Manager and Senior Leadership Team for presenting to the Governing Board for ratification.

## 7. Responsibilities

### 7.1 The Governors have responsibility for:

- Ensuring that this policy is in place, is continually monitored and reviewed periodically by the Governing Board.
- Encouraging, supporting and acclaiming good practice.
- Ensuring that any complaints arising from the operation of this policy are dealt with in accordance with the school's Complaints Policy.

### 7.2 The Headteacher has responsibility for:

- Implementing this policy.
- Ensuring staff are aware of their responsibilities within this policy, eliciting their support for it and allowing them an opportunity to comment on its effectiveness.
- Encouraging, supporting and acclaiming good practice.

### 7.3 The Health and Safety Officer has responsibility for:

- Monitoring the implementation of this policy and reporting to Headteacher and Governors, periodically, on these matters.
- Leading on the development of this policy.

### 7.4 All site users have the responsible for:

- Being vigilant and ensuring the anti-smoking laws are adhered to, seeking support as required.

## 8. Monitoring, evaluation and Policy review

We will collect, study and use quantitative and qualitative data relating to the implementation of this policy, and make adjustments as appropriate. This policy will be reviewed every two years by Highfields Governing Board.

## 9. Associated Documents

### 9.1 Associated Policies

Health and Safety Policy  
Behaviour Policy