

# Ballymacward Primary School



## Smoking Policy

Reviewed On: September 2024

Next Review: September 2025

● Status: Version 3

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### 1. Objectives

- To protect non-smokers from the adverse health effects of environmental tobacco smoke in the workplace. Protection also applies to the use of e-cigarettes, the safety of which has not been scientifically demonstrated.
- To demonstrate the school's commitment to promoting the health of pupils and staff.
- To provide information and advice for those who wish to stop smoking.

### 2. Implementation

- Ballymacward Primary School became a non-smoking environment on Monday 4 January 2016 and has remained as such.
- All staff - teaching, peripatetic, support and non-teaching as well as visitors and pupils may not smoke while on school premises. Staff may, if absolutely necessary, smoke outside the premises in a discreet area away from children and other non-smoking adults.
- The prohibition of tobacco or e-cigarette smoking will apply during related school activities undertaken outside school premises, e.g. Educational Visits.
- After Policy implementation, failure to comply with its provisions will be dealt with through the Disciplinary Procedures.
- Members of staff will be given a copy of the Policy which will become part of their contract of employment.
  - Parents will be informed of the introduction of the Policy.
  - Members of staff shall inform school visitors of the Policy.
  - Signs and notices shall be posted in prominent positions throughout the school premises.

### 3. Pupils

The present rules forbidding tobacco smoking while on school premises or while engaged in school related activities outside the school will remain unchanged and the use of e-cigarettes is now also forbidden.

### 4. School Premises Utilised Outside Normal Hours

When school premises are used for purposes other than school related activities the school smoking policy that includes a restriction on the use of e-cigarettes will remain in operation.

### 5. Monitoring and Review

The school smoking policy will be monitored at least once per year by the Senior Management Team of the school in consultation with staff and a report made to the Board of Governors. The Policy will be reviewed and, if appropriate, revised.

Additional information is available from the Employing Authority's Health and Safety Officer (CCMS).

**Ref. CCMS Circular 2014/21**

Signed: \_\_\_\_\_ (Chairman of Board of Governors)

Signed: \_\_\_\_\_ (Principal)

Date: \_\_\_\_\_