

## **Rocks Lane Montessori No Smoking Policy**

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, carers, contractors and other visitors to the premises are respectfully required to abstain from smoking whilst on the premises.
- We ensure that all on site are made aware of the no smoking policy upon first entry to the nursery.
- No-smoking signs are displayed, and this Policy is stated in information for parents.
- Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform.
- E-cigarettes are not permitted to be used on the premises.
- Staff who smoke or use e-cigarettes during their scheduled breaks go 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
- 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.
- To support smokers who would like to give up, we would like to point people towards the NHS helpline on 0800 0224 332 or to access information online from [www.smokefree.nhs.uk](http://www.smokefree.nhs.uk)

### **Legal framework**

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

**The Designated Person is: Miss Rajka Krivokapic. In her absence, her Designated Deputy is available for staff to discuss their concerns.**

**Date: October 2018**

**Our No Smoking Policy will be reviewed annually.**