



# Smoking & Vaping Policy

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## Introduction

Ivel Valley School & College is committed to maintaining a safe and healthy environment for all employees and pupils. We acknowledge that smoking poses health risks not only to smokers but also to those around them.

For the purposes of this policy, using an e-cigarette is defined as vaping. Although e-cigarettes are not regulated under the Health Act 2006, the school will implement a comprehensive smoke-free environment which will include the use of e-cigarettes. We recognise that while e-cigarettes may be considered less harmful than traditional cigarettes, they may still pose certain risks to users and those around them, particularly for individuals with asthma or other respiratory conditions who could be sensitive to the vapour.

## The purpose of this policy

Through this policy, we aim to:

- Create a smoke-free environment for all those within the school community, including staff, pupils, visitors, parents, etc.
- Be sensitive to those who find it difficult not to smoke on the premises.
- Clarify the use of e-cigarettes and cigarettes on, and around, the school premises.

The principles outlined in this policy:

- apply to all staff, pupils, visitors, contractors, parents/carers and anyone using the premises for a letting
- apply during off-site pupil activities
- continue to apply whether or not 'no smoking' signs are displayed
- only apply to tobacco smoking and vaping.

## Roles and responsibilities

The headteacher will:

- Be responsible for the overall implementation of this policy.
- Ensure that all staff act in accordance with this policy.
- Implement and approve ways to teach pupils about the risks associated with smoking and vaping.
- Be responsible for determining and implementing disciplinary measures for those who do not follow this policy.

The governing board will:

- Hold the headteacher accountable for the implementation of this policy.
- Review any incidents associated with smoking and vaping.

Pupils and staff will:

- Act in accordance with this policy at all times.
- Engage in the school's anti-smoking and anti-vaping curriculum, events and activities.
- Report incidents of smoking and vaping in and around the school premises to the headteacher.
- Educate pupils about the risks of smoking and vaping and why they should avoid it.



## Smoking & E-cigarettes on the premises

### Smoking on the premises

Smoking is prohibited on school premises, including all outdoor areas, during the working hours of the school (6am – 6pm, Monday – Friday, including school holidays) or out-of-hours school activities where there are pupils or parents/carers present.

Smoking is prohibited throughout the period of a letting of the premises.

There are no designated areas available on the school premises for smoking.

Any individual who is witnessed smoking on the premises, including in outdoor areas, during the working hours of the school (6am – 6pm, Monday – Friday, including school holidays) or out-of-hours school activities where there are pupils or parents/carers present, will be subject to disciplinary sanctions.

The school will not allow smoking breaks at any times during the school day. If an individual wishes to smoke, they will only be permitted to do so during arranged break times away from the school premises and out of sight of pupils.

Everyone will be informed of the fire risks associated with smoking and staff are required to read the Staff Handbook.

Staff members will be made aware of the dangers of passive smoking to those around them and will ensure that where they must smoke, this is done as far away from the school site as reasonably possible.

Staff, visitors and contractors are prohibited from purchasing cigarettes for pupils and any other individuals under the age of 18 at the school.

### E-cigarettes on the premises

Vaping is prohibited on school premises, including all outdoor areas, during the working hours of the school (6am – 6pm, Monday – Friday, including school holidays) or out-of-hours school activities where there are pupils or parents/carers present.

Vaping is prohibited throughout the period of a letting of the premises.

There are no designated areas available on the school premises for vaping.

Any individual who is witnessed vaping on the premises, including in outdoor areas, during the working hours of the school (6am – 6pm, Monday – Friday, including school holidays) or out-of-hours school activities where there are pupils or parents/carers present, will be subject to disciplinary sanctions.

The school will not allow vaping breaks at any times during the school day. If an individual wishes to use their e-cigarette, they are only permitted to do so during arranged break times, e.g. lunch time and are required to leave the school premises during their break times to use e-cigarettes.

Staff, visitors and contractors are prohibited from purchasing e-cigarettes for pupils and any other individuals under the age of 18 at the school.



### **Smoking or vaping during off-site pupil activities**

If an individual wishes to smoke or vape while off-site during off-site pupil activities they will only be permitted to do so during arranged break times away from the group and out of sight of pupils.

### **Smoking or vaping in vehicles**

Smoking or vaping will not be permitted at any time in vehicles provided by the school or in a vehicle being used for school business (i.e. if mileage is being claimed) when pupils are present in the vehicle.

Smoking or vaping will not be permitted in any personal vehicles on the school premises. Any individual witnessed smoking or vaping in personal vehicles, or in vehicles used on behalf of the school, will be subject to disciplinary action as outlined in the 'Disciplinary sanctions' section of this policy.

### **Disciplinary sanctions**

If a member of staff breaches any of the guidelines in this policy, they will be subject to disciplinary action in accordance with the Staff Code of Conduct.

If deemed necessary to refer to the police, staff may also be subject to a penalty fine and possible criminal prosecution.

Visitors and contractors who breach the guidelines in this policy will be asked to leave the premises. Refusal to comply with this request will result in the school contacting the police if necessary.

Pupils caught smoking or vaping will receive a disciplinary sanction immediately in accordance with the school's Behaviour Policy. Pupils may face suspension or exclusion if they are consistently in breach of this policy and the school's Suspension and Exclusion Policy, or if they are repeatedly putting others' safety at risk.

### **Staff under the age of 18**

Any individual under the age of 18 should not smoke or vape. It is illegal to buy cigarettes or vapes for anyone under the age of 18. Any member of staff under the age of 18 seen smoking or vaping during school hours, including breaks, or out of school hours while wearing the staff uniform may be subject to disciplinary action in accordance with the Staff Code of Conduct.

We have a responsibility to safeguard staff under the age of 18 and may inform parents/carers. Smoking/vaping should be included in the 'Workers under the age of 18' risk assessment.

### **Support**

The school will aim to implement effective, supportive procedures for members of the school community who want to quit smoking, and improve the health of both smokers and non-smokers.

The school will regularly educate pupils about the effects of smoking, both through the requirements of the national curriculum, and through additional sessions, e.g. PSHE lessons and assemblies.

Pupils and staff will be encouraged to seek help if they:

- Would like further information about the effects of smoking.



- Would like to quit smoking.
- Would like to know more about additional methods of support.

## Legal framework & statutory guidance

### Linked national guidance:

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Health and Safety at Work etc. Act 1974
- Children and Young Persons (Protection from Tobacco) Act 1991
- Health Act 2006
- Equality Act 2010
- Nicotine Inhaling Products (Age of Sale and Proxy Purchasing) Regulations 2015
- Public Health England (2016) 'Use of e-cigarettes in public places and workplaces'
- DfE (2023) 'Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement'

Public Health England has produced a range of resources to support secondary schools to promote positive health, wellbeing and resilience among children including its guidance [Promoting children and young people's emotional health and wellbeing](#). Its resources include social media, forming positive relationships, smoking and alcohol.

### Linked policies:

- Staff Handbook
- Behaviour Policy
- Staff Code of Conduct
- Child Protection and Safeguarding Policy
- Suspension and Exclusion Policy
- Fire Safety Policy

## Equalities & inclusion

Ivel Valley recognises its obligations under the Public Sector Equality Duty. We believe that everyone should be treated equally, regardless of their religion, beliefs, age, gender, race, disability or sexual orientation.

## Safeguarding implications

The implementation of a smoke-free policy directly supports the safeguarding of students by promoting a healthier school environment.