



**Minerva**  
Learning Trust

# No Smoking Policy

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## Changes to this edition

No changes. First edition.

## 1. Introduction

This policy applies to all types of smoking including the use of E-cigarettes. The Trust has a duty to protect the health of its pupils, employees, service users and the public. Breathing other people's tobacco smoke damages individuals' health. The Trust is subject to the law, including the provisions of the Health Act 2006 which came into force on 1 July 2007.

Minerva Learning Trust and its schools also has a key role in promoting better health. Smoking related ill health is a major challenge for everyone and the Trust and its schools need to be a model for others to champion smoke free environments and stopping smoking.

## 2. Aims of the Policy

- i) To ensure that the health and safety risks created by smoking are managed and that pupils, employees and others are not exposed to other people's tobacco smoke
- ii) To prevent smoking by any person within Trust premises including schools and the surrounding area near the school by staff
- iii) To help and encourage employees who want to stop smoking achieve their goal
- iv) To comply with all the requirements of the smoke free law

## 3. Requirements of the Policy

- i) All buildings under the control of the Trust are smoke free. No smoking is allowed either indoors or within substantially enclosed structures. No smoking rules will be enforced appropriately and will apply to students, employees, contractors, partners, service users and the public.
- ii) All Trust owned, leased or hired vehicles must be smoke free.
- iii) Smoking is not permitted within courtyards, at entrance ways or in areas adjacent to buildings where smoke may be unpleasant for people passing or using that area or where the smell of smoke may affect others.
- v) There are no "smoking breaks". Where it is consistent with delivery of services then employees will be allowed to have time away from the workplace but this must be during authorised break times or lunchtime. Staff must, however, leave the perimeter of the site away from the school or other premises to avoid damage to the reputation of the Trust or school.
- vi) Smoking is not permitted within Trust or school buildings or within the perimeter of a school site or Trust property.

- vii) All Trust vehicles are smoke free. Employees driving their own cars for work purposes can smoke in their own vehicles but must not do so if carrying a passenger (pupil or member of staff) in the course of their work.
- viii) Guidance and support will be provided to employees wishing to stop smoking.

## 4. Setting a standard and a good example

The Trust requires all onsite contractors and partners to respect the Smoke Free Policy.

## 5. Smoking (and use of e-cigarettes) consequences for students:

Students caught smoking, vaping or handling smoking paraphernalia anywhere on the school site will receive a behaviour report and sanction in line with the School behaviour policy.

Students caught smoking within the vicinity of the school are bringing the school into disrepute within its community, this may therefore receive the same sanction as smoking on school premises.

**Schools:** Please do not change the policy content above however, schools may choose to add here the summary behaviour consequence procedure and any specific information that is school related e.g. site map outlining the perimeter to which the policy applies.