



The Bishop Konstant Catholic Academy Trust

Learning Communities, Inspired by Faith

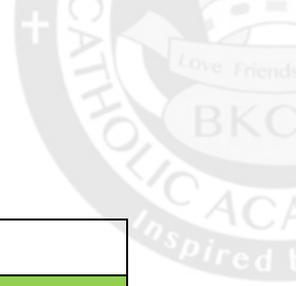
Trust No Smoking Policy 2024



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POLICY DOCUMENT	Trust No Smoking Policy
Legislation/Category: All Trust Schools	Highly Recommended
Lead Member of Staff:	Head of Estates and Operations
Approved by:	Trust Board – Policy Committee
Date Approved:	22 nd November 2024
Revision Date:	November 2027
Review Frequency:	Every 3 years

Change Control

Version	Date	Author	Changes
1.1	November 2021	Trust Business & Compliance Manager	Change to NHS Website details and Helpline telephone number.
1.0	February 2019	Trust Business & Compliance Manager	Starting Document and Layout.

Mission Statement

All policies are written in line with our Trust Mission statement:

“Inspired by faith through love, friendship and joy.”

We embrace the teachings of Jesus Christ, infusing every aspect of our trust with **love**. Our pupils, families, and staff are encouraged to show compassion, kindness, and respect to one another, creating nurturing environments where everyone feels valued and loved. We foster a deep sense of love for God, self, and others, empowering our pupils to make positive contributions to society.

We recognise the importance of relationships and the power of **friendship** in shaping lives. Our schools foster an atmosphere of genuine fellowship, where pupils form deep connections with their peers, teachers, and the wider community. We promote inclusivity, understanding, and empathy, cultivating an environment where diversity is embraced and friendships are built on mutual respect. Our pupils learn the value of teamwork, cooperation, and service, as they become compassionate leaders who forge lasting friendships rooted in faith.

We believe that **joy** is a reflection of God's presence in our lives. Our schools are places where joy abounds, where pupils are encouraged to find joy in learning, discovering their talents, and building meaningful relationships. Through engaging and innovative teaching, we inspire a lifelong love of learning, instilling in our students a sense of wonder and curiosity about the world around them. We celebrate achievements, milestones, and special moments, ensuring that joy permeates our school communities.



Trust No Smoking Policy

1 Introduction

- 1.1 Part 1 of the Health Act 2006 makes virtually all (substantially) enclosed public and workplaces, including vehicles, smoke-free. The law came into force on 1st July 2007.
- 1.2 This policy has been developed to protect all employees, students and visitors from second-hand smoke (passive smoking): breathing other people's tobacco smoke, has now been shown to cause lung cancer and heart disease in non-smokers, as well as many other illnesses and minor conditions.
- 1.3 The Bishop Konstant Catholic Academy Trust is committed to promoting the good health of its employees and the provision of a safe working environment. The Trust has a duty, under health and safety legislation, to ensure the health, safety and welfare of all employees, including the working environment 'so far as is reasonably practicable' and is committed to fulfilling this duty by providing a smoke-free environment for all staff.
- 1.4 In recognition of the above, the Trust implements a policy on providing a smoke free environment, the details of which are set out below.

2 Aims & Objectives

- 2.1 The specific objectives of the policy are as follows:
 - to contribute to a healthy and safe environment for the Trust's employees, students and visitors
 - to ensure that all employees, students and visitors to Trust's premises benefit from a smoke-free environment
 - to protect employees and students from the hazards of second-hand smoke inhalation whilst at the academy
 - to heighten employee awareness of the health risks associated with smoking
 - to provide opportunities, assistance and support to those employees who wish to give up or cut down smoking

3 Policy Provisions

- 3.1 Smoking is not allowed within Trust premises or vehicles. For the avoidance of doubt, smoking also includes the 'smoking' of electronic cigarettes or 'e-cigarettes'.
- 3.2 Smoking is not permitted in any part of the Trust's premises and grounds, including car parks.
- 3.3 Smoking is not allowed whilst on duty, therefore, staff should only be leaving site to smoke during their formal breaks.
- 3.4 In order to set a good example and lead the way in promoting healthy living initiatives, the Trust expect that before smoking off-site, any Trust identity wear must be removed.
- 3.5 The Trust would also expect that staff will consider the appearance of the Academy when leaving the premises to smoke and avoid congregating outside entrances and driveways.



- 3.6 The policy applies to students, staff, governors, visitors and contractors regardless of their status or business with the Trust and is intended to benefit all staff and visitors. All staff are responsible for its continued implementation.
- 3.7 All visitors, contractors and deliverers are required to abide by the No Smoking Policy. Staff members are expected to inform visitors and contractors of the policy; however, they are not expected to enter into any confrontation that may put their personal safety at risk. This will apply during both term and non-term time.
- 3.8 When attending meetings or other events at venues where smoking is permitted, staff are expected not to smoke, both because they are representing the Trust and therefore its strategy on tackling smoking, and because it is important not to expose others to second-hand smoke.
- 3.9 When staff are accompanying a visit, trip or residential outing then staff must never smoke in front of students.
- 3.10 Managers must play their part in promoting the policy. If the manager identifies that an employee genuinely needs assistance in adhering to the policy, they can draw their attention to the available support and assistance outlined in section 4 of the policy.

4 Support and Assistance for Smokers

- 4.1 The Trust is committed to helping smokers comply with the policy and the relevant Occupational Health provider will offer a programme of support, in partnership with the NHS, for employees who would like help to stop smoking. For those who do not wish to stop smoking, support will also be offered to help them manage not smoking during working hours.
- 4.2 Further advice and support on stopping smoking can be obtained from the NHS Smoking Helpline on 0300 1231044 or www.nhs.uk/live-well/quit-smoking/nhs-stop-smoking-services-help-you-quit/

5 Recruitment

- 5.1 A statement referring to the Trust having a No Smoking Policy will be included in application information packs.

6 Scope

- 6.1 The policy applies to all employees of the Trust.
- 6.2 The policy applies to students, visitors, contractors regardless of their status or business with the Trust.
- 6.3 Smoking is not allowed in any part of the Trust's premises and grounds, including offices, corridors, toilets and car parks.

7 Enforcement

- 7.1 Breaches of this policy may be considered as misconduct under the disciplinary procedure.