

## Smoke Free Policy

Date approved: 12/08/2022  
Approved by: SMT  
Responsible Manager(s): Director of Estates  
Executive Lead: Vice Principal Finance and Planning

Applicable to Students: Yes  
Accessible to general public: Yes  
(including clients)

### Consultation

Consultation undertaken with:	Date:
• SMT	Yes 12/08/2022
• AMT	Yes 09/08/2022
• CCMT	Yes 06/07/2022
• Student Union	Yes 26/06/2022
• Employee representatives	
<b>(Employee related policies only)</b>	No

This policy is reviewed normally every two years

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## **1. Scope and purpose of the policy**

This policy applies to all employees, students, apprentices, customers, visitors and contractors on B&FC sites.

The purpose of the policy is to protect the health of B&FC employees, students, apprentices, customers, visitors and contractors and comply with the Health Act 2006, which requires that places of work and premises to which the public have access are smoke-free.

The scope of this smoke-free policy includes smoking of any type including; cigarettes, pipes, hand rolled cigarettes, herbal cigarettes, cigars and water pipes and next generation smoking devices such as vaping, e-cigarettes and heat-not-burn.

This policy does not form part of any contracts of employment, nor does it confer any contractual rights.

## **2. Policy statement**

As part of its continuous review of health and safety matters, B&FC considers the current evidence of the health risks associated smoking and vaping as well as those associated with passive smoking, including the discomfort suffered by non-smokers exposed to tobacco smoke and vaping fumes.

The evidence shows that smoking is the main cause of preventable illness and premature death in England. It causes a wide range of diseases and medical conditions, including cancers, respiratory diseases and coronary heart disease. Smokers generally have an increased risk of contracting respiratory infection, including Covid 19, and of more severe symptoms once infected.

Respiratory infection symptoms may therefore be more severe in smokers, including those who vape, and are more likely to become infected thus putting students and employees at increased risk. There is evidence that exhaled smoke or vape can carry infectious viruses a significant distance.

B&FC has a legal obligation and a duty of care to provide a safe working environment and a safe public space. In order to protect the health and wellbeing of its employees, apprentices, students, customers, visitors and contractors and comply with legislation, B&FC is a designated Smoke-Free organisation. This means that smoking is not permitted on any B&FC premises including in any building, vehicles, shelters, grounds or carparks.

Smoking cessation support resources include:

- National Smokefree Helpline: 0300 123 1044. Chat to a friendly, trained advisor for confidential advice, information and support
- [Smoke-free website](#)

- [Local Stop Smoking Service Finder](#)
- [NHS Smoke-free Facebook Community](#)

### **3. Accountability**

The Director of Estates is responsible for the updating of this policy.

Every employee, student, apprentice, customer, visitor and contractor is responsible for ensuring they follow and up-hold this B&FC Smoke Free policy, which is clearly articulated through signage.

All employees, students, apprentices, visitors and contractors dispose of all waste, including cigarette butts, responsibly and with respect for the wider community and our neighbours.

### **4. Student involvement**

None

### **5. Linked policies**

Employee Disciplinary Policy  
Health and Safety Policy  
Employee Professional Boundaries Policy

### **6. Linked procedures**

Employee Disciplinary Procedure  
Health and Safety Procedure  
Employee Performance Development and Review Procedure  
Employee Professional Boundaries Code of Conduct

## 7. Equality, Diversity and Inclusion Impact Assessment

<b>Impact Assessment for the 4 strands of Equality, Safeguarding and Inclusion, Health and Safety and Sustainability</b>	
<b>Initial Form to be completed with Risk Assessments or as part of a proposal or change to a policy, plan or new way of working</b>	
Title of Activity: Smoke Free Policy  Author and Date: Director of Estates July 2022	<input type="checkbox"/> New or <input checked="" type="checkbox"/> Revision Please tick as appropriate  Expected Implementation Date: August 2022  What is the review date: August 2024
<b>Equality, Diversity and Inclusion</b> Which of the characteristics maybe impacted upon? And, if yes, how has this been considered? What are the risks? What are the benefits?	None – smoke free site supports promotion of health & wellbeing for all and mitigates the impact of smoking/vaping etc and of of passive smoking
<b>Safeguarding:</b> Are there any aspects of this proposal which could cause a learner/member of staff/visitor to feel unsafe? If yes, how has this been considered? What are the risks? What are the benefits?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Health and Safety:</b> Have any risks been identified? If yes, how has this been considered? What are the risks? What are the benefits?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Sustainability:</b> Are there expected benefits or impacts on sustainability issues? If yes, how have these been considered?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Evidence:</b> What evidence do you have for your conclusions and expectations for these conclusions?	Government and local authority guidance is being followed.

How will this impact be monitored for all these considerations?	Continued vigilance across all B&FC campuses to support the smoke-free policy and associated health benefits
Is this policy of a high/medium or low risk? :	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low