SMOKEFREE POLICY

PURPOSE
This policy has been developed to protect all Fellows, staff, students and visitors from exposure to secondhand smoke and to ensure compliance with the Health Act 2006.

Exposure to secondhand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

POLICY
It is the policy of St. Anne’s College that all our workplaces are smokefree and all employees have a right to work in a smokefree environment. The policy shall come into effect on Sunday 1 July 2007. Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace. This includes the College’s van. This policy applies to all Fellows, staff, students and visitors.

IMPLEMENTATION
Overall responsibility for policy implementation and review rests with the Governing Body of St. Anne’s College. However, all staff are obliged to adhere to and support the implementation of the policy. The Domestic Bursar (as a member of Governing Body) shall inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. He will also give all new personnel a copy of the policy on recruitment/induction.

Appropriate ‘no-smoking’ signs will be clearly displayed at the entrances to and within the premises and in all smokefree vehicles.

NON-COMPLIANCE
Local disciplinary procedures will be followed if a member of staff does not comply with this policy. Those who do not comply will the smokefree law may also be liable to a fixed penalty fine and possible criminal prosecution.

HELP TO STOP SMOKING
The NHS offers a range of free services to help smokers give up. Visit gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0169 for details. Alternatively you can text ‘GIVE UP’ and your full postcode of 88088 to find your local NHS Stop Smoking Service.

Signed ………T. Gardam………………

On behalf of St. Anne’s College