

September 2022



OUR
HISTORY
THEIR
FUTURE

Smoking Policy

Issue date: September 2022

Signed: 

Review period: Annually

SMOKING POLICY ISSUES AND UPDATES

PAGES	ISSUE	DATE
Annual review - no change	1	26/07/2022

The following policy has been approved by the Senior Leadership Team and the Board of Trustees.

The policy will be reviewed on an annual basis unless circumstances arise requiring the policy to be reviewed earlier.

Approved by Board of Trustees: 15/09/2022

Board signatory: Jon Drown

Planned review: September 2023

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SMOKING POLICY

1 ABOUT THIS POLICY

1.1 We are committed to protecting your health, safety and welfare and that of all those who work for us by providing a safe place of work and protecting all workers, service users, customers and visitors from exposure to smoke.

1.2 All of our workplaces (including our vehicles) are smoke-free in accordance with the Health Act 2006 and associated regulations. All staff and visitors have the right to a smoke-free environment.

1.3 This policy does not form part of any employee's contract of employment and it may be amended at any time.

2 WHERE IS SMOKING PERMITTED?

2.1 You may only smoke outside, in designated areas around the site, during breaks. When smoking outside, you must dispose of cigarette butts and other litter appropriately.

3 BREACHES OF THE POLICY

3.1 Breaches of this policy by any employee will be dealt with under our Disciplinary Procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

3.2 Smoking in smoke-free premises or vehicles is also a criminal offence and may result in a fixed penalty fine and/or prosecution.