

**8.7 No-smoking**

**Policy statement**

We comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment - both indoors and outdoors.

**Procedures**

* All staff, parents and volunteers are made aware of our No-smoking Policy.
* No-smoking signs are displayed prominently.
* The No-smoking Policy is stated in information for parents and staff.
* We actively encourage no-smoking by having information for parents and staff about where to get help to stop smoking if they are seeking this information.
* Staff who smoke do not do so during working hours, unless on a scheduled break and off the premises.
* Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform, or must at least cover the uniform.
* E-cigarettes are not permitted to be used on the premises.
* Staff who smoke or use e-cigarettes during their scheduled breaks go to [insert suitable non-enclosed locations], or well away from the premises
* Staff who smoke during their break make every effort to reduce the effects of odour and passive smoking for children and colleagues
* Smoking is not permitted in any vehicles belonging to the setting.
* Staff are made aware that failure to adhere to this policy and procedures may result in disciplinary action.
* It is a criminal offence for employees to smoke in smoke-free areas, with a fixed penalty of £50 or prosecution and a fine of up to £200.

**Legal framework**

* The Smoke-free (Premises and Enforcement) Regulations (2006)
* The Smoke-free (Signs) Regulations (2012)

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| This policy was adopted by | Bollington Preschool | *(name of provider)* |
| On | October 2020 | *(date)* |
| Date to be reviewed | October 2021 | *(date)* |
| Signed on behalf of the provider |  | |
| Name of signatory | Beth Ryan Pauline Snelson | |
| Role of signatory (e.g. chair, director or owner) | Early Years Manager Chairperson | |

**Further information**

* The New Early Years Employee Handbook (Pre-school Learning Alliance 2019)
* Recruiting Early Years Staff (Pre-school Learning Alliance 2016)
* People Management in the Early Years (Pre-school Learning Alliance 2016)