



Policy – Smoke Free

Definition

This policy has been developed to protect all employees, users, customers and visitors from exposure to secondhand smoke and to assist 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.

Requirements

It is the policy of All Saints' Church PCC that all our workplaces are smoke free, and all employees have a right to work in a smoke free 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 company vehicles. It is also prohibited in private vehicles, i.e. those which belonging to people on our drivers bank, whenever the vehicles are used to transport our employees or our young people. This policy applies to all employees, volunteer workers, consultants, contractors, customers or members and visitors.

Overall responsibility for policy implementation and review rests with the Church Operations Manager.

All staff are obliged to adhere to, and support the implementation of the policy. The person named above shall inform all existing employees, volunteer workers, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. They 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 smoke free 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 with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

Help to Stop Smoking

Contact the Smoking Helpline on 0800 169 0 169 for details. Alternatively you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

No	<i>Policy Document Change History</i>	<i>Date</i>	<i>Who</i>
N	Initial release	20/06/07	RP