



# SMOKING IN THE WORKPLACE POLICY

## FEBRUARY 2017

### 1. **PURPOSE**

- i. To ensure that all students are made aware of the dangers of smoking.
- ii. To ensure that a fair and reasonable process for responding to incidents of smoking is developed, understood and consistently followed.

### 2. **POLICY STATEMENT**

This policy sets out practical aspects of the prohibition on smoking in the workplace and the procedures that accompany this prohibition. The policy is consistent with policies applying in other school systems, with changed community attitudes to smoking, with work health and safety requirements and with community health considerations. Students, staff members, volunteers and visitors to the site should not be put at risk by exposure to the ill effects of cigarette smoke in the workplace. This policy supports curriculum programs in schools, which teach students to take action to promote health.

### 3. **SCOPE**

This policy applies to all students, staff members, volunteers and visitors to the site at St Patrick's.

### 4. **GUIDING PRINCIPLES**

St Patrick's Swansea recognises the danger smoking and passive smoking causes to health, as well as the need for the school and its staff to provide positive role models to students. Consequently, for the protection of staff and students, smoking is not permitted within any area of the school property, nor at any school related activity or function by students, staff or visitors.

### 3. **RESPONSIBILITIES**

- i. The Workplace Health and Safety Act requires employers to provide a safe work place, and as far as practical, without risks to health.
- ii. The Public Health (Tobacco) Amendment Act, 2015 prohibits smoking in enclosed workplaces and at under aged music/dance events. Consequently, smoking is not permitted in any area of the school property, nor at any school related activity or function, by students, staff or visitors. Failure to comply with the Act is an offence.
- iii. Staff members are not permitted to smoke outside of the school property within the view of students.
- iv. The health risks associated with smoking will form part of the Personal Development, Health and Physical Education curriculum for all students. Informed choices about smoking will feature amongst the harm minimisation strategies employed in the school's educational programs, which will include sections relating to peer pressure and smoking.
- v. "No Smoking" signs will be erected at prominent places within the school.
- vi. Appropriate counselling and/or disciplinary action will be taken against staff who breach the school's no-smoking policy.
- vii. A combination of counselling and disciplinary measures will accompany any incidents of student smoking.

**6. BUDGET**

The school will devote a proportion of its budget to the provision of funds for professional development to support the staff in relation to this policy.

**7. NEXT REVIEW DATE**

This policy will be reviewed in 2020 in consultation with relevant staff.

**8. DEFINITIONS**

Workplace is any area solely managed by the Department where an officer performs their duty. This includes all Department identified premises managed by the Department, such as schools and central office sites, as well as boundaries of the sites, such as enclosed buildings, office blocks, classrooms, ovals and car parks.

**9. LEGISLATIVE / PROFESSIONAL GUIDELINES**

- i. Work Health and Safety Act 2011.
- ii. Work Health and Safety Regulation 2011.
- iii. Public Health (Tobacco) Amendment Act, 2015.
- iv. Personal Development, Health and Physical Education syllabus, BOSTES.
- v. School-based scope and sequence for Personal Development, Health and Physical Education.