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Originator:	Health and Safety Officer
Responsibility:	Director of Estates and Campus Services

This policy applies to all College activity including ESF contracts.

NO-SMOKING AND VAPING POLICY

1. POLICY STATEMENT

- 1.1. Under the Health Act 2006, a smoking ban throughout workplaces and enclosed public spaces came into force on 1 July 2007. The legislation is intended to create a smoke-free environment to reduce the risks to health from the exposure to hazardous smoke.
- 1.2. Leicester College's buildings and grounds are smoke-free. This is part of our commitment to make the College a cleaner and healthier environment for all of our students, staff and visitors.

2. PURPOSE

- 2.1. This policy applies to all members of staff, students, contractors and visitors to Leicester College.
- 2.2. The purpose of this policy is to define the procedures to be taken to protect staff, students, contractors and visitors from the health effects of passive smoking.
- 2.3. The adoption of this procedure will also demonstrate compliance with Regulation 25 of the Workplace (Health, Safety and Welfare) Regulations 1992.
- 2.4. The policy applies to the lighting of pipes, cigarettes, cigars, electronic smoking devices/vaporisers.

3. ARRANGEMENTS

- 3.1. All areas within Leicester College are designated as non-smoking. Smoking is not allowed anywhere on any College site (inside or outside College buildings)

and not permitted in College vehicles. This is inclusive of vaporisers or any other type of artificial smoking device, which are also not permitted.

- 3.2. The College also bans use of electronic smoking devices/vaporisers because this leads to confusion and problems with ensuring compliance. The use of e-cigarettes, or similar products, are banned in vehicles and all areas where smoking is prohibited. There is to be no charging of E-cigarettes or vapes within the College due to the risk of fire.
- 3.3. In line with the legal requirement to be 3 metres away from a building because of the inflow of smoke/vape through doors and windows, where the entrance to College is near a building, anyone smoking or vaping should ensure they are at least 3 metres away from the buildings.
- 3.4. All staff, students, contractors and visitors will be expected to abide by the terms of this policy and employees should tactfully bring it to their attention if necessary.
- 3.5. Smokers wishing to give up smoking will be directed to the free NHS Stop Smoking Service for the East Midlands which can be contacted via the web on <http://smokefree.nhs.uk/eastmidlands/>.

4. SANCTIONS

- 4.1. Breaches of this College policy will be dealt with under the College Disciplinary Procedures.
- 4.2. Breaches of this College policy may result in the offender facing legislative action in contravention of Sections 7 and 8 of the HSAW Act 1974.

5. MONITORING AND REVIEW

- 5.1. This Policy will be reviewed every three years by the Health and Safety Committee.