

BOURTON ON THE WATER PARISH COUNCIL

SMOKING AT WORK POLICY

1. PURPOSE

This policy has been developed to protect all employees, service users, customers and visitors from exposure to second-hand smoke and to assist compliance with the Health Act 2006. Exposure to second-hand 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.

2. POLICY

It is the policy of Bourton on the Water Parish Council that the Community Centre is a smoke-free environment, and all employees have a right to work in a smoke-free workplace. Smoking is prohibited in all enclosed and substantially enclosed premises in the Centre. This policy applies to all employees, tenants, consultants, contractors, customers or visitors.

3. IMPLEMENTATION

Overall responsibility for policy implementation and review rests with the Clerk, however, all staff are obliged to adhere to, and support the implementation of the policy. The Clerk shall inform all existing employees, tenants, consultants, contractors customers and visitors 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 on the premises.

4. 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.

5. HELP TO STOP SMOKING

The NHS offers a range of free services to help smokers give up. Visit gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0169 for details. Alternatively you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

Adopted 6th May 2020