

No Smoking or Vaping

June 2025

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 or vaping Policy.
- No-smoking or vaping signs are displayed prominently.
- The No-smoking or vaping Policy is stated in information for parents and staff.
- We actively encourage no-smoking or vaping by having information for parents and staff about where to get help to stop smoking if they are seeking this information.
- Staff who smoke or vape do not do so during working hours, unless on a scheduled break and off the premises.
- Staff who smoke or vape 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 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)

Version	Changes made	Author	Date	Review Date
1.0	Baseline version	H Clarke	20 th September 2020	September 2021
1.1	Review – no changes	H Clarke	20 th September 2021	September 2021
1.2	New Logo	H Clarke	9 th November 2022	September 2023
1.3	Review – no changes	H Clarke	November 2023	September 2024
1.4	Updated to include Vaping	H Clarke	June 2025	September 2025