

Coachford College Smoke-Free Workplace Policy

Purpose

Second-hand smoke, also known as Environmental Tobacco Smoke (ETS) or passive smoke is a cause of disease, including lung cancer and heart disease, in third parties. Neither the simple separation of smokers and non-smokers within the same air space, nor the provision of ventilation, can eliminate exposure to second hand smoke and the consequent health effects of such exposure. This policy has been developed to protect all employees, service users, customers and visitors from exposure to second hand smoke, to ensure compliance with legal obligations and to ensure a safe working environment.

Policy

It is the policy of Coachford College that all of its workplaces are smoke free and that all employees have a right to work in a smoke free environment. Smoking is prohibited throughout the workplace with no exceptions. This policy applies to all employees, consultants, contractors, customers and visitors.

Implementation

Overall responsibility for policy implementation rests with the occupier, manager or other person, for the time being, in charge of the workplace. All staff have an obligation to adhere to, and facilitate the implementation of this policy.

The person in charge of Coachford College shall inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. All new and prospective employees, consultants and contractors shall be given a copy of the policy on recruitment/induction by the person in charge.

Policy regarding infringements

Infringements by staff will be dealt with, in the first instance, under employee disciplinary procedures. Employees, consultants, contractors, customers and visitors who contravene the law prohibiting smoking in the workplace are also liable to prosecution.

Smoking Cessation

Information on how to obtain help quitting smoking is available from the National Smokers' Quitline on callsave 1850 201203 or the Health Promotion Department of local Health Boards.

This policy was adopted by the Board of Management at the meeting on 16th March, 2004