

St. Nathy's School Policies - Effective: September 2010

SMOKE-FREE WORKPLACE POLICY

Purpose:

Second-hand smoke, also known as Environmental Tobacco Smoke (ETS) or passive smoke, is a leading cause of illness in third parties. The related illnesses include lung cancer and heart disease. Neither the simple separation of smoker and non-smokers within the same air, nor the provision of ventilation, can eliminate exposure to secondhand smoke and the consequent health effects of such exposure.

This policy has been developed to protect all employees, students, service users and visitors from exposure to second-hand smoke and to ensure compliance with legal obligations which necessitate the provision of a safe working environment.

Policy:

It is the policy of St. Nathy's College that all of its workplaces are smoke-free and that all employees and students 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, students, consultants, contractors and visitors.

Implementation:

Overall responsibility for policy implementation rests with the occupier and Board of Management or its agent who is in charge of the workplace. All staff have an obligation to adhere to, and facilitate, the implementation of this policy. The Principal 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, students, consultants, contractors and visitors who contravene the law prohibiting smoking in the workplace are also liable to disciplinary proceedings / prosecution in accordance with the school's Code of Conduct / Civil Legislation.

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*.