



Coleg Gŵyr Abertawe
Gower College Swansea

SMOKING POLICY

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Originator	Jonothan Hughes
Location of Policy	BIZ-Sharepoint/Intranet/Policies & Procedures/Estates
Policy Approved By:	Health & Safety Committee – 18.05.18 College Management Team – 24.05.18

1. INTRODUCTION

The Smoke Free Premises etc. (Wales) Regulations 2007 (amended) 2012 requires that employers, managers and those in control of premises take reasonable steps to display no-smoking notices and ensure that personnel including; staff, customers, visitors, contractors and students are aware of the legal requirements and do not smoke in buildings.

Smoking in public places, including the workplace in Wales, is dealt with as a public health matter by the Welsh Government and breaches of the law could result in heavy penalties.

It is recognised that tobacco smoke in the environment is a health hazard to both smokers and non-smokers through passive smoking. In addition to putting people at risk from preventable diseases and premature death, smoking can also act as an irritant in the eyes, throat, and respiratory tract and aggravate asthma.

1.1 Electronic Cigarettes

Electronic cigarettes (e-cigarettes) are battery powered products that use heat to release a visible vapour that contains liquid nicotine inhaled by the user. They are designed to replicate smoking behaviour without the use of tobacco, and some look very similar to conventional cigarettes.

It is recognised that the use of electronic cigarettes does not fall within The Smoke Free Premises etc. (Wales) Regulations 2007 (amended) 2012.

Whilst e-cigarettes may help some smokers to give up, guidance from the British Medical Association states that there is a lack of evidence about the health risks that they pose. Additionally, Gower College Swansea is concerned that e-cigarettes may create the impression that smoking is accepted in the workplace. It is also difficult to differentiate visually between e-cigarettes and regular cigarettes at a distance.

Gower College Swansea considers that the use of electronic cigarettes should fall within the remit of this smoking policy.

2. GENERAL PRINCIPLES

Gower College Swansea aims to promote the health and well-being of its students' staff and visitors and provide a healthy environment for all. As such, Gower College Swansea is committed to establishing a smoke-free environment for persons not wishing to smoke or be subjected to smoke.

Gower College Swansea has a duty of care to:

- Prevent smoking within any workplace.
- Implement effective measures to ensure the health and safety of staff, students and others affected by the College's undertakings.

This policy applies to:

- All staff, students, contractors and visitors.
- All Gower College Swansea buildings and premises.
- All Gower College Swansea owned, leased and rented vehicles.

All premises and owned vehicles are designated non smoking with adequate signage to inform all staff, students, visitors & contractors.

3. POLICY STATEMENT

With the exception of designated smoking areas, smoking (regular and e-cigarettes) is prohibited on Gower College Swansea premises, within buildings, grounds, hired, owned and leased vehicles.

To allow those who choose to use e-cigarettes in an area free from those smoking regular cigarettes, separate e-cigarette (vaping) areas are designated.

The e-cigarette (vaping) areas are not to be used by those smoking regular cigarettes.

Due to the fire risk, it is strictly prohibited to charge e-cigarette devices on College premises.

Staff have no right to a break specifically for the purposes of smoking.

4. RELEVANT LEGISLATION & BEST PRACTICE

- The Smoke Free Premises etc. (Wales) Regulations 2007 (amended) 2012.
- The Health & Safety at Work etc. Act 1974.
- The Management of Health & Safety at Work Regulations 1999.
- Corporate Health Standard.
- Employment Tribunals & the Employment Rights Acts 1996.
- The Human Rights Act 1998.

5. CONSULTATION

This policy has been devised in full consultation with all employees concerned with health & safety in the workplace and is endorsed by the College Health, Safety & Well Being Committee.

6. ASSISTANCE FOR SMOKERS

Advice and guidance on stopping smoking is available from the Student Health Advisors, Student Services, HR and Health and Safety Department. Support is also available from the College Employee Assistance Programme and associated ZEST app as well as many national agencies and charities including:

HELP LINES AND WEBSITES

Stop Smoking Wales:
0800 0852219
www.stopsmokingwales.com

7. ENFORCEMENT OF THE POLICY

Breaches of this policy will be dealt with by the staff member's Line Manager or student's Personal Tutor, who will attempt to resolve the situation in the first instance. Ultimately, repeated breaches of this policy will be subject to normal disciplinary procedures, in line with the College's Codes of Conduct (Staff & Student).

8. IMPLEMENTATION, MONITORING & REVIEW

Responsibility for enforcing this policy rests with all managers across the College.

Monitoring of the policy will be conducted after eighteen months. Health and Safety Committee, Trade Unions and Health & Safety Representatives will be consulted over the results of the monitoring and review.

9. CHANGES TO THE POLICY

This policy will be varied in consultation with the College Health and Safety Committee.

10. THE WELSH LANGUAGE

Mae Coleg Gŵyr Abertawe yn ymrwymedig i hyrwyddo'r iaith Gymraeg, yn unol â Safonau'r Iaith Gymraeg a Mesur y Gymraeg (Cymru) 2011.

Gower College Swansea is committed to the promotion of the Welsh language, in accordance with the Welsh Language Standards and the Welsh Language (Wales) Measure 2011.