

Smoke Free Workplace Policy

Purpose:

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

Policy:

It is the policy of Coláiste Bríde 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 school boundary with no exceptions. This policy applies to all students, consultants, contractors, customers and visitors. In addition it is also the policy of Coláiste Bríde that all junior and senior cycle students are not permitted to smoke within the grounds of the school while wearing the school uniform and on all school trips.

Implementation:

Overall responsibility for policy implementation rests with the Board of Management, Manager or other person, for the time being, in charge of the school. All staff have an obligation to adhere to, and facilitate the implementation of this policy. As part of their duty of care to students, all staff members share in the responsibility of implementing this policy in school. Students have an obligation to adhere to and facilitate the implementation of this policy.

The person in charge of Coláiste Bríde shall inform all existing students, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. All new and prospective students, 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 and / or students will be dealt with, in the first instance, under local disciplinary procedures. Students, 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 Quit Line on call save 1850 201203 or the Health Promotion Department of local Health Boards.

Procedure if a person smokes in contravention Section 47 of the Public Health (Tobacco) Acts that prohibits smoking in the workplace:

- Draw the person's attention to the "No Smoking" signs and advise that they are committing an offence by smoking on the premises.
- Advise the person that it is also an offence for the Board of Management to permit anyone to smoke in contravention of the law.
- Advise the person that the school has a smoke-free policy to ensure a safe working environment for employees and students.
- If the person continues to smoke advise her/him that they are in breach of school rules and that disciplinary sanctions will have to be implemented.
- Violation of the smoke free police will invoke disciplinary procedures. Action will be taken in line with the procedures used for violation of any other health and safety procedure in the school.
- Violation of the smoke free policy by non-school personnel (eg. Visitors, contractors, suppliers) should be dealt with in accordance with the DES Circular 18/99 Guidelines on Violence in schools.
- When a student is in breach of the rules relating to smoking, discipline procedures according to the code of conduct will be applied.
- A substance misuse report form will be completed and will be available in the Substance Abuse Role. A copy of the letter to be sent to Parents / Guardians is enclosed with the policy. All cases related to smoking will be reported to the Principal.
- A smoking folder has been established. All cases of suspicion are to be logged in it and the Principal will deal with anyone suspected of repeat offences. This folder will be kept in the Deputy Principal's office.

E-Cigarettes:

While e-cigarettes produce vapour rather than smoke, please be aware that Coláiste Bríde also prohibits "vaping" or smoking of e-cigarettes. For the purpose of this policy "e-cigarettes" shall be treated in the same manner as tobacco cigarettes and the whole policy shall apply.