



**COBURN PRIMARY SCHOOL**



# **SMOKE FREE SCHOOLS**

POLICY 2015

From July 1 2009, the Victorian Government is further promoting the message that non-smoking is actively encouraged. This is a key action included in the *Victorian Tobacco Control Strategy 2008-2013*. It is the aim of the policy to help promote & encourage healthy lifestyles. The school teaches students at an age appropriate level in connection with Health studies about the dangers of smoking and it is therefore important for the school to provide an environment which complements and does not negate this teaching. The school also has a duty to protect the health of staff, students and visitors to the school.

Smoking is banned within four meters of an entrance to all primary schools in Victoria and within the school grounds, under an amendment to the Tobacco Act 1987.

### **Guidelines:**

Principals should ensure that school staff and school councils are made aware that the ban on smoking on Victorian government school premises will take effect as of 1 July 2009.

At present, smoking is not permitted in Victorian government school buildings or enclosed outdoor areas.

The ban includes all activities that take place on school grounds and within all school buildings, both during and outside of school hours

### **Objectives of the policy include:**

- complying with Health & Safety Legislation and Employment Law;
- protecting the students, staff and members of the community from exposure to second hand smoke;
- raising awareness of the dangers associated with exposure to tobacco smoke and promoting the benefit of a smoke free lifestyle to our students; and
- taking into account the needs of those who smoke and to support those who wish to stop protecting non-smokers from exposure to secondhand smoke.

### **The school policy:**

#### **Students:**

- Students will not be permitted to smoke while on school premises or while in public wearing school uniform.
- Students will not be permitted to smoke while engaged in school-related activities outside of school hours.
- Contravention of no smoking rules will be seen as a breach of discipline and/or behaviour and the matter will be pursued through the normal disciplinary processes.

#### **Staff:**

- Staff are not allowed to smoke on the school premises
- Staff are not allowed to smoke in the presence/sight of pupils or parents, on or near the school premises or whilst in charge of pupils from the school. This includes trips/activities outside of school hours.
- Contravention of the no smoking rules will be regarded as a breach of discipline and the matter will be pursued through the normal disciplinary procedures.

#### **Visitors to school:**

- All visitors, including parents, Governors and suppliers will not be permitted to smoke on school premises.
- All visitors, including parents, will not be permitted to smoke while engaged in school-related activities.
- All visitors, including parents, are not permitted to smoke in the presence/sight of pupils or staff, on or near the school premises or whilst in charge of pupils from the school. This includes trips/activities outside school hours.

Those leasing or hiring the school premises:

Persons using the school premises, for any purpose, at any time, will not be permitted to smoke.

**Implementation:**

A Department 'Smoke Free School' sign should be displayed in visible locations around the school.

To inform the school community of the Victorian Government policy and smoke free schools.

The Department has partnered with Quit Victoria to support schools with the ban. Quit brochures are available electronically at <http://www.quit.org.au> Quit Victoria also offers training workshops on smoking cessation and these may be arranged for school-specific forums.

Departmental employees are also able to access the Employee Assistance Program, a short-term, professional and confidential counselling service by contacting Converge International on 1300 361 008.

Tobacco education curriculum materials support schools to provide a smoke-free environment. Information about tobacco education is available on the Department's Drug Education website at:

<http://www.education.vic.gov.au/school/teachers/health/Pages/drugedulearn.aspx>

For information relating to contractual and legal issues contact Legal Services Branch, on 9637-3146.

Schools need to consider the ban when entering into contractual arrangements with on-site service providers.

Members of staff will be given a copy of this policy which will become part of their contract for employment.

Parents can view the policy via the school website.

Members of staff will inform visitors as appropriate.

**Support for smokers:**

Members of staff and students who wish to stop smoking will be encouraged and supported.

Visit the Tobacco Reforms website at <http://www.health.vic.gov.au/tobaccoreforms>