



**St Cuthbert's
Catholic High School**

Live life in all its fullness

Policy on Smoking

September 2017

St Cuthbert's Catholic High School is committed to:

- Providing the highest quality of education and social development for students to ensure their emotional and physical well-being.
- Educating all employees, students, parents, contractors and other visitors of the dangers of smoking to health and that smoking is known to be the principal avoidable cause of premature deaths in the UK.
- The compliance with anti-smoking legislation, namely Smoke -free (Premises and Enforcement) Regulations 2006 and that from the 1st July 2007 all workplaces in England must be smoke free, rendering it a criminal offence to smoke on the school premises.
- Providing a healthy, clean and safe working environment for all employees, students, parents, contractors and other visitors.

The Health Act 2006

The Health Act 2006 was established 'to make provision for the prohibition of smoking in premises, places and vehicles; for amending the minimum age of persons to whom tobacco may be sold and to make provision in relation to the prevention and control of health care associated infections'.

"Smoking" refers to smoking tobacco or anything which contains tobacco, or smoking any other substance. Smoking includes being in possession of lit tobacco or of anything lit which contains tobacco, or being in possession of any other lit substance in a form in which it could be smoked. For the purposes of this policy smoking also refers to the smoking or vaping of electronic or e-cigarettes or cig-a-likes. It is our intention to project a clean and healthy image for our premises and our students. The less smoking or vaping appears as a normal behaviour to students, the less likely they are to start to smoke which cannot be used as smoking shelters.

Premises will be smoke-free if they are open to the public and/or are used as a place of work. The school premises will include all buildings, sports fields and areas under the auspices of St Cuthbert's Catholic High School. Smoking is also prohibited on vehicles hired by the school or in any vehicle on the school premises.

Aims

1. To enable all students and staff to make healthy, informed choices by increasing knowledge and challenging attitudes towards smoking.
2. To provide a programme of education and accurate information about the health risks associated with smoking.
3. To seek to minimise the risks and possible legal consequences for students and staff from smoking in prohibited places.
4. To enable young people and staff to identify sources of appropriate personal support to help with the cessation of smoking and these support mechanisms are open to them when they are needed
5. To monitor, as far as possible, student and staff involvement in smoking in order to inform school programmes for prevention.
6. To have clear procedures for dealing with anyone found smoking on the premises or in the case of students found to be in possession of smoking materials, to ensure that such procedures are consistent and clearly understood.
7. To ensure an adequate programme for Personal, Social Education & Health, with appropriate resourcing and staff training is in place to help young people make informed decisions about smoking.
8. To ensure that students, staff, parents, contractors and any other visitors are informed about the school's policy and procedures relating to smoking.
9. To ensure that both penalties for smoking on the school site and support procedures are consistently and fairly applied.
10. To enter into an agreement with parents, carer and students which clearly identifies the responsibilities of all involved and that this "agreement" is signed by both school and students. (see appendix 4 Contract)

Practice

The school seeks to create the conditions in which students and staff take responsibility for their own health and behaviour. For this to take place, staff, students and parents should work to an agreed set of standards which clearly identifies the consequences of a failure to work towards them. This Smoking Policy will, therefore, clearly define the penalties for noncompliance and so create the correct, healthy and clean conditions within school in which everyone can work. The school will also work within Local Authority (LA) and Local Council guidelines and strategies for promoting health, safety and well-being for all within the school.

St Cuthbert's Catholic High School will seek to build an effective partnership between the school, parents and students and will inform parents about the non-compliance of their children with this policy. The school will acknowledge and support the efforts of its students and staff to improve their health through the cessation of smoking and will promote non-smoking through curriculum materials, PSHE lessons, assemblies and appropriate displays. The school will challenge the

behaviour of those students and parents who give low priority to the elimination of smoking on school premises.

The measures contained within this policy can include measures to regulate and control the behaviour of staff or students when they are not being educated within school, e.g. when attending school placements, on work experience, school visits, or on any other occasion when students are not on the school premises but are in the charge of the school.

Sanctions

Protocol for non-compliance on school premises by staff

Disciplinary procedures may be followed if a member of staff does not comply with this policy. Staff may also be liable to a fixed penalty fine and possible criminal prosecution.

Protocol for non-compliance on school premises by visitors

Visitors who do not comply with this policy will be asked to leave the premises. Refusal to comply with this request may result in the Police or Local Enforcement Officer being informed.

Protocol for non-compliance on school premises by students

Students will be punished for 'smoking' if:

- They are seen smoking.
 - They are seen with a lit cigarette in their possession.
 - They are found to have cigarettes and/or other smoking materials openly in their possession.
 - ***They are associating themselves with others*** who have been caught in the act of smoking.
1. If students are found to be smoking they will receive a sanction as soon as practicable from the time of transgression. This sanction will be in the form of either a detention or isolation in the unit or by a member of the leadership team.
 2. A report of the incident will be completed by the relevant member of staff using Behaviour Watch and this will be passed to the St Cuthbert's Catholic's Head of Year.
 3. The Head of Year will then organise for the sanction to take place.
 4. The administration team will notify the parents or carers of the student concerned by letter (appendix 1, 2 or 3 depending on whether there have been previous incidents)
 5. The administration team will notify the school medical assistant of the incident and an appointment will be made for the student concerned to meet with the nurse for health and cessation advice.

The school will forward the names of persistent offenders to the Council Enforcement Officer and the Police and further incidents will result in more serious sanctions being considered by the school. These will include extended detentions, isolations, pastoral support plans or even exclusions. The school may choose to seek assistance from the Local Enforcement Officer or the Police in pursuing a statutory fixed penalty notice. In extreme cases where the school sanctions

appear to be having no effect on certain students and their smoking behaviour, parents may be asked to collect and supervise their child over the periods of free time or when the smoking is taking place.

The penalties and fines for the smoke-free offences set out in Health Act 2006 are; a fixed penalty notice of £50 (discounted to £30 if paid within 15 days from the issue of a notice) or a fine by a court not exceeding level 1 on the standard scale (up to £200). These fines may be subject to change.

Support

The school takes its responsibilities in supporting staff and students to maintain their health and wellbeing seriously and the following are some of strategies in place to help with the cessation of smoking.

1. The NHS offers a range of services to help smokers to give up. Visit www.gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0 169 for details. Alternatively you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.
2. Students in school can access the school medical assistant for help and advice.
3. The school will maintain a member of staff who has received formal training to smoking cessation methods who will be available to offer advice and support to young people.
4. The school will offer a peer mentor to young people who feel they would benefit from the support of another young person.
5. Local Pharmacies are supportive of people trying to give up smoking and the following provide a smoking cessation service free of charge to young people below the age of 16.

Professional Support

It is believed that support can be obtained at the following local Doctor surgeries.

Alternatively – Advice can be sought at local pharmacies.

Appendix 1

Letter 1: Initial Notification Letter

Dear Parent or Carer

RE: Smoking on School Premises

I regret to notify you that (insert name) has been caught smoking on the school premises.

The school takes an extremely dim view of this as it is a serious breach of the school rules, the St Helens Council Policy on Smoke Free Spaces and the 2006 legislation which makes it unlawful to purchase or smoke cigarettes below the age of 18 or to smoke in public spaces.

As a consequence of this (insert name) will (insert sanction)

Whilst it's important for our young people to realise there is a consequence for their actions it is also important for them to realise that the school takes its responsibilities in supporting them with their health and well being also very seriously. To this end we will be passing their names to the school nurse who will arrange to see them about the long term health dangers of smoking and to give them advice on "giving up."

I do hope you will join us in supporting (insert name) with this to ensure that the full consequences of their actions are understood. Smoking is known to be the principal most avoidable cause of premature deaths in the UK accounting for the lives of 186,000 people.

Yours sincerely

(Insert name)

Appendix 2

Letter 2: Persistent Smoking

Dear Parent or Carer

RE: Smoking on School Premises

I regret to notify you that (insert name) has been caught smoking on the school premises.

As you will know the school takes an extremely dim view of this as it is a serious breach of the school rules, the St Helens Council Policy on Smoke Free Spaces and the 2006 legislation which makes it unlawful to purchase cigarettes below the age of 18 or to smoke in public spaces.

As a consequence of this (insert name) will (insert sanction)

This is not the first incident of this nature and it appears that strategies adopted previously seem to be having little or no effect. This cannot continue.

Whilst the support strategies will remain in place for (insert name) we also have a measure of other punitive sanctions that we will be prepared to adopt.

The school smoking policy makes our position clear on persistent smoking and the following is an extract from that policy.

“The school will forward the names of persistent offenders to the Council Enforcement Officer and the Police and further incidents will result in more serious sanctions being considered by the school. These will include extended detentions, isolations, pastoral support plans or even exclusions. The school may choose to seek assistance from the Local Enforcement Officer or the Police in pursuing a statutory fixed penalty notice.

The penalties and fines for the smoke-free offences set out in Health Act 2006 are; a fixed penalty notice of £50 (discounted to £30 if paid within 15 days from the issue of a notice) or a fine by a court not exceeding level 1 on the standard scale (up to £200). These fines may be subject to change.”

I do hope you will join us in supporting (insert name) with this to ensure that the full consequences of their actions are understood. Smoking is known to be the principal most avoidable cause of premature deaths in the UK accounting for the lives of 186,000 people.

Yours sincerely

(Insert name)

Appendix 3

Letter 3: Parental Involvement

Dear Parent or Carer

RE: Smoking on School Premises

I regret to notify you that (insert name) has been caught yet again smoking on the school premises.

As you will know the school takes an extremely dim view of this as it is a serious breach of the school rules, the St Helens Council Policy on Smoke Free Spaces and the 2006 legislation which makes it unlawful to purchase cigarettes below the age of 18 or to smoke in public spaces.

As a consequence of this (insert name) will (insert sanction)

(insert name) is persistently breaking the anti smoking rules as there have been several incidents of this nature and it appears that strategies adopted previously seem to be having little or no effect. We cannot allow this to continue. The school smoking policy makes our position clear on persistent smoking and the following is an extract from that policy.

“The school will forward the names of persistent offenders to the Council Enforcement Officer and the Police and further incidents will result in more serious sanctions being considered by the school. These will include extended detentions, isolations, pastoral support plans or even exclusions. The school may choose to seek assistance from the Local Enforcement Officer or the Police in pursuing a statutory fixed penalty notice.

The penalties and fines for the smoke-free offences set out in Health Act 2006 are; a fixed penalty notice of £50 (discounted to £30 if paid within 15 days from the issue of a notice) or a fine by a court not exceeding level 1 on the standard scale (up to £200). These fines may be subject to change.”

An appointment has been made with (insert name of staff) on (insert day and time) in order to discuss the severity of the situation and explore ways in which both school and (insert name) can move forward from this point in order to prevent the full weight of school sanctions being deployed.

I do hope you will join us in supporting (insert name) with this to ensure that the full consequences of their actions are understood. Smoking is known to be the principal most avoidable cause of premature deaths in the UK accounting for the lives of 186,000 people.

Yours sincerely (Insert name)

Appendix 4: Contract

What we believe in:

We at St Cuthbert's Catholic High School are committed to providing the best education for all our students and helping them to live life in all its fullness.

Educating all employees, students, parents, contractors and other visitors of the dangers of smoking to health and that smoking is known to be the principal avoidable cause of premature deaths in the UK.

The compliance with anti-smoking legislation, namely Smoke -free (Premises and Enforcement) Regulations 2006 and that from the 1st July 2007 all workplaces in England must be smoke free, rendering it a criminal offence to smoke on the school premises.

Providing a healthy, clean and safe working environment for all employees, students, parents, contractors and other visitors.

What we will do:

- Help all students to make healthy, informed choices by helping them to learn about the dangers and health risks associated with smoking and by challenging attitudes towards smoking.
- Help our young people to get appropriate personal support to help them to stop smoking.

What parents will do

- Support you through encouragement, rewards and incentives to ensure you do the right thing
- Listen and help you and not be too judgmental
- Help the school to support you

What you will do:

- Refrain from bringing any smoking related material into school including cigarettes, lighters, matches, tobacco, cigarette papers or any such like material
- Remain within the allowed bounds of the school yards and spaces and not venture into spaces deemed to be "out of bounds" such as behind mobile classrooms, down the steps of the boiler room, behind sheds, be outside the school during normal school hours or in any other such like place.
- Engage with all the strategies that school deploy in order to help you to stop smoking including attending any sessions with the school nurse, working with outside agencies who have expertise in this area or any other strategy that school uses for the purpose of support. I understand that the school has a duty of care and a legal responsibility to take these measures to prevent me from smoking on school premises. I am also aware of the seriousness of the position I find myself in and understand that further transgression may result in my exclusion from school during break and lunchtimes and the problems this will cause for the people who care for me.

I .(student name) agree to abide by the conditions above

Signed..... Date

Signed on behalf of the school

Signed Date