



SMOKE FREE POLICY FOR THE VIABLES COMMUNITY ASSOCIATION

PURPOSE

This policy has been developed to protect all employees, hirers, users and visitors from exposure to second-hand smoke and to assist compliance with the Health Act 2006.

Exposure to second-hand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

POLICY

It is the policy of Viablex Community Association that all our facilities are smoke free, and all employees have a right to work in a smoke free environment. Smoking is prohibited in all enclosed and substantially enclosed premises. This includes vaping. We also ask that people do not smoke immediately outside entrances to the build(s) to avoid discomfort for staff and users. This policy applies to all employees, consultants, contractors, hirers, users, members, and visitors.

IMPLEMENTATION

Overall responsibility for policy implementation and review rests with the Trustees. However, all staff are also obliged to adhere to, and support the implementation of the policy. The Chairperson, or someone delegated by them, shall inform all existing employees and regular hirers of their role in the implementation and monitoring of this policy. We will also make all new staff aware of this policy on recruitment/induction and will make a copy available on request.

Appropriate 'no-smoking' signs will be clearly displayed at the entrances to and within the premises.

NON-COMPLIANCE

Local disciplinary procedures will be followed if an employee does not comply with this policy. Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

HELP TO STOP SMOKING

The NHS offers a range of free services to help smokers give up. Smokers can visit <http://www.nhs.uk/smokefree> or call the NHS Smoke Free Helpline on **0800 772 3649** or **01264 563039**