

No Smoking Policy

Policy Statement

At Harvey Bears Nursery and Pre-school we comply with health and safety regulations and the safeguarding and welfare requirements of the early years foundation stage in making our setting a no smoking zone inside and out.

Procedures

- All staff, parents and volunteers are made aware of our No Smoking Policy.
- No smoking signs are displayed prominently.
- The No Smoking Policy is stated in information for parents and staff.
- We actively encourage no smoking by having information for parents and staff about where to get help to stop smoking if they are seeking this information.
- Staff who smoke do not do so within working hours, unless on a scheduled break and then never within the setting.
- Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform, or at least must cover it.
- E cigarettes are not permitted to be used on the premises. Staff who smoke or use an e cigarette go to the park or well away from the premises.
- Staff who smoke during their break must make every effort to reduce the effects of odour for children and colleagues.
- Staff are made aware that failure to adhere to this policy and procedures may result in disciplinary action.
- It is a criminal offence for staff to smoke in a non smoking area.