



Warrnambool West
Primary School

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Contact us:

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NO SMOKING

Policy and Procedure

Rationale:

Warrnambool West Primary School recognises the danger that smoking and passive smoking causes to health, as well as the need for the school and its staff to provide positive role models to students and our school community. Consequently, for the protection of the school community and in line with the DET Smoking Ban Policy (see attached), smoking is not permitted '*within four metres of an entrance to all primary and secondary schools in Victoria, and within the school grounds, under an amendment to the Tobacco Act 1987*'. Nor is smoking permitted at any school related activity or function by students, staff or visitors within the buildings or grounds.

Aims:

- Complying with Health and Safety Legislation & Employment Law Protecting the students, staff, and members of the community to exposure to second hand smoke.
- Raising awareness of the dangers associated with exposure to tobacco smoke and promoting the benefits of a smoke free lifestyle to our students.
- Taking into account the needs of those who smoke and to support those who wish to stop protecting non-smokers from exposure to second hand smoke.

Implementation:

- No Smoking signs will be displayed in visible locations around the school.
- To inform the school community of the Victorian Government policy and smoke free schools 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 4.
- 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/drugeducation.aspx>
- For information relating to contractual and legal issues contact Legal Services Branch on 9637-3146. WWPS will consider the ban when entering into contractual agreements with on-site service providers.
- The Warrnambool West Primary School No Smoking Policy will be communicated to the school community via the school newsletter and website.

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 engaging in school-related activities outside of school hours. Contravention of no-smoking rules will be regarded as breach of discipline and/or behaviour and the matter will be pursued through the normal disciplinary procedures.

- **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 school hours. Contravention of the no-smoking rules will be regarded as breach of discipline and the matter will be pursued through the normal disciplinary procedures

- **Visitors:**

All visitors, including parents, Governors and suppliers will not be permitted to smoke on school premises or within 4 metres of the entrance to the school.

All visitors, including parents, will not be permitted to smoke while engaged in school-related activities.

All visitors, including parents, are not be 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.

Support:

- Warrnambool West Primary School encourages Department employees who require support complying with the ban to use the Employee Assistance Program and contact Converge International (1800-337-068).
- If necessary Warrnambool West Primary School will arrange training workshops with Quit Victoria (9635-5529) on how to support staff and young people to quit.

Evaluation:

This policy will be reviewed as part of the school's annual review process.

Date: 26/02/2018	Responsibility: School Council	Review Date: Feb 2021
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Smoking Ban (DET VIC)

Purpose of this policy

To ensure there is no smoking on school grounds and near school entrances.

Policy

Schools must erect no-smoking signs and enforce the ban to prohibit smoking on school grounds and within four metres of school entrances.

Applying the ban

From 13 April 2015, smoking is banned within four metres of an entrance to all primary and secondary schools in Victoria, and within the school grounds, under an amendment to the *Tobacco Act 1987*. A similar ban applying to the entrances and grounds of Victorian childcare centres and kindergartens is also in place.

While smoking was banned on the grounds of all Victorian Government schools by the Minister for Education in 2009 via a Ministerial Ban Order, the new bans are enshrined in legislation and also apply to Catholic and independent schools in Victoria.

It is a legislative requirement that each school installs suitable 'No smoking' signs at all entrances to the school grounds.

Signs and other communication materials, such as posters and brochures, are available to order free-of-charge from the Department of Health and Human Services (DHHS), see: [Tobacco Reforms](#)

Please contact the Tobacco Control Section in the DHHS for any questions regarding the new smoking bans, via phone (03) 9096 0469, or via email tobacco.policy@health.vic.gov.au.

The smoking ban applies to:

- anyone present on school premises during and after school hours including students, teachers, contractors, parents/guardians or the wider community, such as sporting groups.
- all activities that take place on school premises including pre-schools, kindergartens, outside school hours care, cultural, sporting or recreational activities and school fetes.

Electronic cigarettes

E-cigarettes are electronic devices which heat and vaporise liquids that may or may not contain nicotine and/or flavouring agents. The vapour is inhaled, simulating the act of smoking.

It is illegal to obtain, possess or use e-cigarettes, or their cartridges, which contain nicotine in Victoria. On this basis students, teachers and employees of the Department are banned from possessing or using e-cigarettes, or their cartridges, containing nicotine on school grounds.

It is not illegal in Victoria to obtain, possess or use e-cigarettes that do not contain nicotine. However, individual schools may choose to ban all e-cigarettes, including those that do not contain nicotine, on the basis of student health and safety and that it may be difficult to determine if nicotine is being used.

Actions required

This table describes the actions required to promote and implement the smoking ban.

Who

Actions

Who**Actions**

Should:

- install No Smoking signs at each entrance of the school premises.
- develop and implement a smoke-free school policy.
- communicate the ban to:
 - Department employees
 - parents/guardians via the school newsletter
 - new students and parents/guardians during the enrolment process.
- encourage employees to promote the policy to students.
- remind the school community that smoking is actively discouraged at all times including at school sanction events held off school premises.
- encourage Department employees who require support complying with the ban to use the Employee Assistance Program and contact Converge International (1800-337-068).
- if necessary arrange training workshops with Quit Victoria (9635-5529) on how to support staff and young people to quit.
- if advice is required about the drug education policy, curriculum learning strategies and the process of responding to a young person who has been smoking at school refer to the *Smoke Free Schools* resource and/or contact the regional drug education and student wellbeing officer (see: [Department resources](#) below).

Principals/schools

- make tobacco education information available.
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Related legislation

- *Tobacco Act 1987*
- *Education and Training Reform Act 2006*
- *Education and Training Reform Regulations 2007*

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