

# SMOKEFREE POLICY



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## 1) THE POLICY

- 1.1 On Sunday 1<sup>st</sup> July 2007, virtually all workplaces and substantially enclosed public areas in England became smoke-free by law.

Smoking is recognised as the greatest single cause of preventable illness and premature death in the UK, accounting for 106,000 deaths each year. The regulations due to be enforced are not primarily about stopping people smoking rather they are about making shared space smoke-free.

It is the policy of the University that smoking shall not be permitted in any University controlled buildings or vehicles or in the areas that have been designated smoke free that are external to buildings.

- 1.2 All University controlled buildings will display the following notice fixed in a prominent position. NO SMOKING. IT IS AGAINST THE LAW TO SMOKE IN THESE PREMISES.

All University controlled vehicles will display a no smoking sign which carries the international symbol.

- 1.3 This policy forms part of the University's Health and Safety Policy and responsibility for its implementation will be as for that policy.

- 1.4 The use of electronic cigarettes is prohibited in the same way as smoking. While the University recognizes that these may be useful aids to those wishing to give up smoking it has taken the view that e cigarettes could undermine the policy of banning smoking in the work place as it gives the impression of normalising smoking in the work place.

## 2) OPERATION OF THE POLICY

- 2.1 The University believes that this policy will be most effective if it operates with the consent and agreement of all staff. The University will therefore attempt to achieve the aims of the policy through support, counselling and persuasion. However the University must point out that from 1<sup>st</sup> July 2007 smoking in any of its buildings and/or vehicles will be a breach of the law. Any such breaches of the law will also be breaches of the policy and may therefore lead to action under the University's Disciplinary Procedure, (and if proven may be reported to the appropriate authorities.)

- 2.2 The Revised Policy will be introduced from 1 July 2013

Where faculties have adopted policies which are more extensive these will continue to operate.

### 3) RESOLUTION OF DISPUTES

- 3.1 Disputes arising between staff about the application of this policy will be resolved by the local manager with the assistance, where appropriate, of the Human Resources Manager and/or Human Resources Adviser.

### 4) MONITORING

- 4.1 The Policy will be subject to regular monitoring by Site Safety panels.
- 4.2 Its effectiveness and application will be reviewed annually by the University Health and Safety Committee.

### 5) HELP FOR THOSE WHO SMOKE

- 5.1 This policy recognises that individuals have the right to smoke but is concerned with where they smoke, and the effect that this has on non-smoking colleagues. To help people adjust to change the University will organise counselling and support sessions for those who wish to stop smoking. Details will be available from the Health and Safety Unit.
- 5.2 The University will not be responsible for any costs incurred in respect of smoking cessation organised independently by individuals.

## APPENDIX 1

### SUPPORT

The NHS Smoking Helpline on 0800 169 0 169 provides advice and help on giving up smoking and details on treatment aids, such as nicotine replacement therapy.

To help people stop smoking the University will help in two ways. First, by directing individuals to information about smoking, its effect on health and some of the therapies available. Second, by providing videos around the effects of and ways to give up smoking. These videos can be loaned from The Health and Safety Unit.

### OTHER SUPPORT/ USEFUL CONTACTS

There are a number of sources of information, available and the Health and Safety Unit can help you to identify sources of help so that you can choose a way of giving up smoking that suits you. The following is a selection of useful contacts.

NHS <http://smokefree.nhs.uk/>

NHS Direct <http://www.nhsdirect.nhs.uk/>

Action on Smoking and Health <http://www.ash.org.uk/>

Cancer Research UK (<http://www.cancerresearchuk.org>)

Your Doctor, Pharmacist or Practice Nurse will also be able to help with useful and practical advice. If in doubt, have a word with them.

The University cannot endorse or recommend any product, service or suppliers of products or services connected with giving up smoking. The University will not accept any responsibility for the cost of any product or services purchased by a member of staff connected with giving up smoking, whether or not these products or services are contained in lists or information supplied by the University.