

**Orleton Pre-school Group**

**No-smoking and vaping Policy**

**Policy statement**

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 environment, both indoors and outdoors.

**Procedures**

* All staff, parents and volunteers are made aware of our No-smoking and vaping policy.
* We display no-smoking signs.
* The No-smoking and vaping policy is stated in our information for parents.
* We actively encourage no smoking or vaping by having information for parents and staff about where to get help to stop smoking or vaping if they are seeking this information.
* Staff who smoke or vape do not do so during working hours, unless on a break and off the premises.
* Staff who smoke or vape during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.

**Legal Framework**

* The Smoke/vape-free (premises and enforcement) Regulations (2006)
* The Smoke/vape-free (Signs) Regulations (2012)

This policy was adopted at a meeting of Orleton Pre-school dated ……………………………………….

Date to be reviewed ……………………………………………..

Signed by ………………………………………………………………

Name of signatory ………………………………………………… Role of signatory ……………………………….

Signed by ……………………………………………………………….

Name of signatory ………………………………………………… Role of signatory ……………………………….

**Staff-member please sign below to confirm that you have read and understood the policy, and are up-to-date with any changes.**

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| --- | --- | --- |
| **Staff name** | **Job title** | **Signature & Date** |
| **Polly Smith** | **Deputy Manager** |  |
| **Vicky Thomas** | **Assistant** |  |
| **Sandra Thomas** | **Assistant** |  |
| **Debbie Moran** | **Trainee Assistant** |  |
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