

ABC NURSERY POLICIES AND PROCEDURES**POLICY 19: Smoking**

Please note that it is now an offence to smoke on the nursery premises

- 19.1 We operate a non-smoking policy at our nursery. At no time are staff or parents allowed to smoke on the premises. This is a legal requirement.
- 19.2 If staff / students/ trainees wish to have a cigarette in their break time then they must not smoke around the perimeter or outside the nursery gates / sitting on walls etc.
- 19.3 Staff who do smoke during designated work breaks (e.g. lunch breaks) must cover up and not hold children for up to 30 minutes after their last cigarette and ensure that they wash their hands thoroughly.
- 19.4 Staff / students and trainees must respect that the image portrayed of employees etc smoking in the above defined areas is not a favourable one and that this could damage the reputation and status of the nursery.
- 19.5 If staff are smokers then it is a requirement for them to change into their uniform including their fleece at nursery.
- 19.6 If staff who are smokers go out at dinner time to smoke then they should change into 'home' garments and leave their uniform including their fleece at nursery to change back into on their return.
- 19.7 If staff are seen smoking with children when they take them on trips out of the nursery then this is considered to be misconduct and will be liable to disciplinary action. (page 22 Staff Handbook)
- 19.8 If parents come into the nursery smoking then they will be politely asked to leave until they have finished their cigarette.
- 19.9 Notices will be displayed to indicate that we are a non-smoking area.
- 19.10 Staff who are smokers must respect the fact that their garments smell of smoke and that if they are cuddling children, especially babies, then these children may be the recipients of the effects of 'passive smoking' that could have a detrimental effect on their health .