St. Joseph's R.C. Primary School

Nursery No smoking policy

September 2026

Review: September 2027

Policy Review

This policy will be reviewed in full by the Governing Body on an annual basis.

The policy was last reviewed and agreed by the Governing Body September 2026

It is due for review in September 2027

Hayley Francis Date: September 2026

Head Teacher



Lindsay Wise Date: September 2026

Chair of Governors



General Safeguarding and Welfare Requirement Safety and Suitability of Premises, Environment and Equipment

Providers must have a no-smoking policy and must prevent smoking in any room or outside play area when children are present or are about to be present.

Policy Statement

St Joseph's Nursery is committed to providing a safe, healthy and smoke-free environment for all children, parents, carers, staff, volunteers, students, contractors and visitors.

The health, safety and welfare of children is our highest priority. We recognise that exposure to tobacco smoke and vaping vapour can present health risks to children and that smoking materials, cigarette butts, lighters and vaping devices may present additional risks if accessed by young children.

In accordance with the requirements of the **Early Years Foundation Stage (EYFS)**, smoking and vaping are not permitted anywhere within the Nursery premises or grounds.

This includes:

- All indoor areas of the Nursery.
- Outdoor play areas.
- Gardens and outdoor spaces.
- Entrances, exits and pathways within the Nursery grounds.
- Car parking areas or other areas belonging to the Nursery.
- Areas immediately outside the Nursery where smoking or vaping could expose children to smoke or vapour.
- During Nursery events, outings or activities where children are present.

The Nursery operates a smoke-free and vape-free environment at all times, not only when children are present.

Aims
The aims of this policy are to:

- Protect children from exposure to tobacco smoke and vaping vapour.
- Provide a safe, healthy and suitable environment for children.
- Prevent children from coming into contact with cigarettes, tobacco products, vaping devices, lighters, matches or other smoking-related materials.
- Ensure that all staff, parents, carers, volunteers, students, contractors and visitors understand and follow the Nursery's smoke-free and vape-free requirements.
- Ensure that any concerns or breaches of this policy are dealt with promptly and appropriately.
- Promote positive health and safety practices within the Nursery.

Procedures

Smoke-Free and Vape-Free Premises

- Smoking and vaping are strictly prohibited anywhere within the Nursery building, grounds or outdoor areas.
- This prohibition applies to cigarettes, cigars, pipes, e-cigarettes, vapes and similar devices.
- No member of staff, parent, carer, volunteer, student, contractor or visitor may smoke or vape while on Nursery premises.
- Smoking and vaping are not permitted during Nursery activities, events, outings or while staff are representing the Nursery in a professional capacity.
- Staff must not smoke or vape while responsible for children or while working on behalf of the Nursery.
- Staff who smoke must leave the Nursery premises if they wish to smoke during an authorised break and must comply with any relevant staff procedures.
- Smoking or vaping must not take place immediately outside the Nursery entrance or in any location where smoke or vapour could enter the building or expose children, families or staff.

Smoking Materials and Vaping Devices

- Cigarettes, tobacco, cigarette papers, lighters, matches, vaping devices, e-liquids and other smoking-related products must be kept securely away from children.
- Staff, parents, carers and visitors must never leave smoking materials or vaping equipment unattended where children could access them.
- Any cigarette ends, tobacco products or other smoking-related items found on Nursery premises must be removed safely and disposed of appropriately.
- Staff must remain alert to potential hazards caused by discarded cigarette ends, vaping devices or other smoking materials in outdoor areas.
- If a child is found with or has access to a smoking-related item, the item must be removed immediately and the incident reported to the Nursery Manager or designated person.

Staff Responsibilities

All staff are responsible for complying with this policy and for helping to maintain a smoke-free and vape-free environment.
Staff must:

- Never smoke or vape on Nursery premises.
- Never smoke or vape while supervising or caring for children.
- Ensure smoking materials and vaping equipment are not brought into areas accessible to children.
- Report any concerns regarding smoking, vaping or smoking-related hazards to the Nursery Manager or designated person.
- Follow the Nursery's staff code of conduct and health and safety procedures.

Failure by a member of staff to comply with this policy may result in appropriate action under the Nursery's disciplinary procedures.

Parents, Carers and Visitors

Parents, carers and visitors are expected to respect the Nursery's smoke-free and vape-free environment.

- Parents, carers and visitors must not smoke or vape anywhere on Nursery premises or grounds.
- Visitors who smoke or vape must ensure that they do so away from the Nursery premises and away from areas where children may be exposed.
- Parents and carers must not leave cigarettes, vaping devices, lighters, matches or other smoking materials in areas accessible to children.
- Any concerns regarding smoking or vaping by parents, carers or visitors will be addressed promptly and appropriately by the Nursery Manager or designated person.
- Persistent or deliberate breaches of this policy may result in appropriate action in accordance with Nursery procedures.

Contractors and Other Professionals

Contractors, maintenance workers, delivery personnel and other professionals working on Nursery premises are also required to comply with this policy.
The Nursery Manager or designated person will ensure that contractors and visitors are made aware of the smoke-free and vape-free requirements where appropriate.

Signage and Communication

- Appropriate no-smoking and no-vaping signs will be displayed where necessary.
- The policy will be made available to staff and included within relevant staff, parent and visitor information.
- New staff and students will be made aware of the policy as part of their induction.
- Parents and carers will be informed of the Nursery's expectations regarding smoking and vaping.
- Visitors may be reminded of the policy when they arrive at the Nursery.

Responding to Breaches

Any breach of this policy will be taken seriously.
Where smoking or vaping is observed on Nursery premises:

1. The individual will be asked to stop immediately and leave the smoke-free/vape-free area.
2. Any immediate risks to children will be dealt with without delay.
3. Smoking materials or vaping equipment that may pose a risk to children will be removed safely.
4. The Nursery Manager or designated person will be informed.
5. Repeated or serious breaches will be managed in accordance with the Nursery's relevant disciplinary, safeguarding or visitor procedures.
6. Where necessary, the incident will be recorded.

The Nursery will consider whether any breach indicates a wider health, safety or safeguarding concern and will take appropriate action.

Risk Assessment

The Nursery will consider the risks associated with smoking materials, tobacco smoke, vaping devices and e-liquids as part of its health and safety arrangements.
Outdoor areas will be checked regularly to ensure that cigarette ends, vaping devices or other potentially hazardous materials have not been left where children could access them.
Where a specific risk is identified, appropriate action will be taken to remove or reduce the risk.

Supporting Staff Who Smoke

The Nursery recognises that smoking can be difficult to stop and will treat staff who smoke respectfully and fairly.
Staff may be signposted towards appropriate smoking cessation support where this is available.
Support for staff who smoke does not alter the requirement that smoking and vaping are prohibited on Nursery premises and grounds.

Legal Framework

This policy has regard to relevant legislation and statutory guidance, including:

- **The Health Act 2006**.
- **The Smoke-free (Premises and Enforcement) Regulations 2006**.
- **The Smoke-free (Signs) Regulations 2012**.
- **The Early Years Foundation Stage (EYFS) statutory framework**.
- Relevant health and safety requirements and guidance applicable to early years settings.

Monitoring and Review

The Nursery Manager is responsible for ensuring that this policy is implemented and followed.
The policy will be reviewed:

- At least annually.
- Following any significant incident or breach.

- Following changes to relevant legislation or statutory guidance.
- Where changes to Nursery premises, procedures or activities may affect the policy.

Any necessary amendments will be communicated to staff, parents, carers and other relevant persons.