
SMOKE-FREE POLICY

(2023-2024)

Policy Code:	EHS-8-2023
Approved by:	Ms. Suzan Khashan
Date of review:	October, 2023
Next review date:	September, 2024

Smoke-Free Policy

Purpose

Al Shorouq Private School recognizes the hazards caused by exposure to environmental tobacco smoke, as well as the life-threatening diseases linked to the use of all forms of tobacco. The aim of this policy is to protect all employees, students and visitors to the school from exposure to second-hand smoke.

Policy

It is the policy of Al Shorouq Private School that all of our premises including school grounds and vehicles (where appropriate) are smoke-free and all employees have a right to work in a smoke-free environment.

Premises/grounds

Smoking is prohibited throughout the entire school including grounds with no exceptions.

Vehicles

All vehicles (e.g. coaches) operated by the school will be smoke-free at all times.

There will be no tobacco use in any company vehicle.

There will be no tobacco use in personal vehicles when transporting people on authorized school business.

Employer Duties

To display No Smoking signs as required by legislation.

To ensure that employees, students and visitors do not smoke in smoke-free places and vehicles (where appropriate).

To investigate complaints regarding employees, students and visitors smoking.

To inform, consult and train employees on this policy.

Employee Duties

To ensure that No Smoking signs are not interfered with

To comply with the Smoke-free policy



To report incidents of smoking in smoke-free areas and vehicles (where appropriate).

For teachers and staff who smoke tobacco it is important to ensure that the after effects of personal choices do not affect the conditions in which our students work. We therefore set the following expectations:

To ensure that **breath is kept fresh** and does not have an odour of tobacco.

To ensure that **clothes are kept fresh** and do not have an odour of tobacco.

To ensure personal hygiene is maintained at all times.

Enforcement of this policy

Failure to comply with this policy will be dealt with through the school's disciplinary procedures. Visitors or members of the public who breach the policy will be asked to stop smoking and will be asked to leave the premises if they fail to comply with this request. All breaches of this policy will be recorded in writing by the school.