



Coláiste Pobail Acla

Smoke Free Work Policy

Coláiste Pobail Acla,
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Achill,
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1. Rationale

Exposure to second-hand smoke/Environmental Tobacco Smoke (ETS) also known as passive smoking is a cause of disease, including lung cancer and heart disease, in third parties. Neither the simple separation of smokers and non-smokers within the same airspace nor the provision of ventilation can eliminate exposure to ETS and the consequent health effects of such exposure. This policy has been developed to protect all employees, service users, customers and visitors from exposure to ETS, to ensure compliance with legal obligations and to ensure a safe environment.

2. Policy Background

It is the policy of Coláiste Pobail Acla that all parts of its workplace are smoke-free and that all employees have a right to work in a smoke-free environment. Smoking is prohibited within the entire boundary with no exceptions. This policy applies to all employees, consultants, contractors, customers and visitors. In the school context this also applies to students and Parents/Guardians. In addition, it is also the policy of Coláiste Pobail Acla that students are not permitted to smoke within the grounds of the school, while wearing the school uniform or on any school trip.

3. Implementation

Overall responsibility for policy implementation rests with the Board of Management. All staff and students have an obligation to adhere to and facilitate the implementation of this policy. The Principal, as the person in charge of the school, shall inform all employees and relevant people of the policy and their role in the implementation and monitoring of the policy.

4. Infringements

Infringements by staff or students will be dealt with, in the first instance, under local disciplinary procedures. Students, consultants, contractors, customers and visitors who contravene the law prohibiting smoking in the workplace are also liable to prosecution. Anyone who contravenes legislation prohibiting smoking in the workplace are also liable to criminal prosecution with an associated fine (up to €3000).

5. Procedure

Procedure if a person smokes in contravention of Section 47 of the Public Health (Tobacco) Acts that prohibits smoking in the workplace:

- Draw the person's attention to the "No Smoking" signs and advise that they are committing an offence by smoking on the premises.

- Advise the person that it is also an offence for the Board of Management to permit anyone to smoke in contravention of the law.
- Advise the person that the school has a smoke-free policy to ensure a safe working environment for employees and students.
- If a person continues to smoke advise them that they are in breach of school rules and that disciplinary sanctions will have to be implemented.
- Violation of the smoke free policy will invoke disciplinary procedures. Action will be in line with the procedures used for violation of any other health and safety procedure in the school.
- When a student is in breach of the rules relating to smoking, discipline procedures according to the Code of Behaviour will be applied.

Violation of this policy by non-school personnel (e.g. visitors, contractors, suppliers) should be dealt with in accordance with the DES Circular 18/99 “Guidelines on Violence in Schools”.

6. Smoking Cessation

Information on how to obtain help quitting smoking is available from the National Smokers Quit Line or the Health Promotion Department of local Health Boards.

7. E-Cigarettes

Coláiste Pobail Acla also prohibits ‘vaping’ or smoking of e-cigarettes. For the purpose of this policy and the Code of Behaviour, ‘e-cigarettes’ shall be treated in the same manner as tobacco cigarettes and the whole policy shall apply.

8. Legislation

- Public Health (Tobacco) Acts 2002-2015
- Circular letter M18/99 - Guidelines on Violence in schools

9. Links with other School Policies and Documents

- Code of Behaviour
- Health and Safety Policy

10. Declaration

This Coláiste Pobail Acla Policy was formed following consultation with all staff, members of the Board of Management, Parents/Guardians and the Student Council. It is recommended that this policy be reviewed every three years or whenever it is deemed necessary by School Management. It was adopted by the Board of Management of Coláiste Pobail Acla on:

Signed: _____

Date: _____

Mr. Pat Kilbane

Chairperson of the Board of Management

Signed: _____

Date: _____

Mr. Paul Fahy

Board Secretary & School Principal (Acting)