

## SMOKE-FREE WORKPLACE POLICY

### **Purpose**

Second-hand smoke, also known as Environment Tobacco Smoke (ETS) or passive smoke is a cause of disease including lung cancer heart disease in third parties. Neither the simple separation of smokers and non-smokers within the same air space nor the provision of ventilation can eliminate exposure to second-hand smoke and the consequent health effects of such exposure to second-hand smoke to ensure compliance with legal obligations and to ensure a safe working environment.

### **Policy**

It is the policy of Coláiste an Chroí Naofa that all of its workplace are smoke-free and that all employees and pupils have the right to work in a smoke-free environment. Smoking is prohibited throughout the workplace with no exceptions. This policy applies to all employees, pupils, contractors and visitors.

### **Implementation**

Overall responsibility for the policy implementation rests with the Board of Management and is delegated to the Principal for the time being in charge of the workplace. All staff and pupils have an obligation to adhere to and facilitate the implementation of this policy.

The Principal shall inform all existing employees, pupils, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. All new and prospective employees, consultants and contractors shall be given a copy of the policy on recruitment/ induction by the person in charge.

### **Policy Regarding Infringements**

Infringements by staff will be dealt with in the first instance under employee disciplinary procedures. Employees, consultants, contractors and visitors who contravene the law prohibiting smoking in the workplace are also liable to prosecution.

### **Smoking cessation**

Information on how to obtain help quitting smoking is available from the National Smokers Quit line on 1850201203 or the Local Health Board.

Date of Review: \_\_\_\_\_

Signed by Chairperson: \_\_\_\_\_

Date: \_\_\_\_\_