

## **Smoking and Vaping Policy**

### **Policy Statement**

We comply with the health and safety regulations and the safeguarding and welfare requirements of the early years foundation stage in making our Pre-School a NO smoking or Vaping environment both indoors and outdoors.

### **Procedures**

- ❖ All staff, parents and volunteers are made aware of our No smoking or Vaping policy.
- ❖ The Pre-School adheres to the rules of the Community Centre regarding smoking and Vaping.
- ❖ Staff who do smoke or Vape do not do this during working hours, unless in their lunch breaks and off the premises, they are required to make every effort to reduce the effect of the odour and lingering effects of passive smoking and vaping for children and colleagues.
- ❖ Staff should cover up their uniforms when smoking or vaping.

### **Sub Heading**

**This policy was adopted by**  
**Position within the Pre-School**

**Katy Platt**  
**Manager & nominated individual**