

**Corpus Christi College
Cambridge**

SMOKE-FREE POLICY

October 2016

Introduction

The College recognises that smoking in the workplace is a fire risk, may contravene health & safety regulations and is a health hazard to its members, staff, contractors and visitors as a result of passive smoking. Passive smoking (breathing in other people's tobacco smoke) has been shown to cause cancers, and heart and respiratory disease. Therefore, and in line with legislation, the College has adopted a smoke-free policy (inclusive of tobacco based products and electronic cigarettes).

Under the Health Act 2006, smoke-free regulations for England came into effect at 6am on Sunday 1st July 2007. From this date smoking is no longer be permitted in any enclosed or substantially enclosed premises or spaces that are open to the public including pubs, restaurants, offices, other work areas, and vehicles.

Should these regulations be contravened, individuals can face on-the-spot fines from £50 to £1000. Employers/managers of the premises can also face fines ranging from £200 to as much as £2500. Further details on the Health Act 2006 are available on www.smokefreeengland.co.uk.

College policy

Aim:

This policy is designed to ensure that the College meets its responsibilities under the Health Act 2006. By implementing the policy, the College hopes to secure a healthy working environment and help protect the current and future health of all members of the College, its staff, contractors and visitors.

1. Smoking Restrictions

Smoking is not permitted in any part of the College's premises, entrances or courtyards by any person. "Premises" is defined as any building, or substantially enclosed area occupied by one or more members of the general public or a space used by one or more members of staff, students or Fellows.

2. Exceptions to the smoke free policy are listed below:

Smoking will be permitted in the gardens and grounds of Leckhampton but not on the Leckhampton House patio areas or the immediate area surrounding the sports pavilion.

A designated smoking area with suitable shelter (with light) has been introduced in an agreed location opposite the Leckhampton House main entrance.

The area next to the wall mounted cigarette bin close to the Golden Gates (Stable Yard) is designated for use by members, staff and Conference paying guests during evenings and weekends. Individuals using this area to smoke will be responsible for the safe disposal of the butts into the cigarette bin. **Note:** A white line marks the boundary of the smoking area.

Staff can use Free School Lane as an alternative designated smoking area.

3. Visitors

All visitors, contractors, members of the public and delivery staff must comply with the smoke free policy. All members of the College are expected to inform visitors, contractors etc. of the smoke free policy.

4. Vehicles

Smoking is not permitted in College vehicles or any vehicles being used on College business.

5. Support for smokers

Members of the College who smoke and request information about stopping smoking will be referred to the Head Porter and will be supplied with the information and contact details of CAMQUIT (www.camquit.nhs.uk) as listed below:

Cambridge City & South Cambridgeshire 01223 723022

East Cambridgeshire & Fenland 0800 018 4304

Huntingdonshire 01480 418693 or the National Don't Give Up Giving Up free-phone helpline 0800 169 0 169.

6. Disciplinary Action

Members of the College found to be disregarding the smoke free policy may be subject to the College's usual disciplinary procedures.

7. Monitoring and reviewing

This policy will be reviewed within the next twelve months. Questions or comments relating to the policy should be directed to the Head Porter on 01223 (7) 65642.

This policy was approved by the Executive Body on

Signed by:

Position: Bursar

Date: October 2016

Date of the next review: Within 12 months