



SMOKING POLICY

Statement:

Pippins Preschool operates a No Smoking Policy in line with current legislations. Under NO circumstances will we allow a member of staff, visitors, parents or carer to smoke on the premises or on the grounds of the preschool.

Aim:

- To provide a healthy and clean environment for the children, where they can see the right choices being made with regards to being healthy.

Procedure:

- No Smoking signs are displayed in the building;
- Any member of staff found to be smoking in and around the premises or on the surrounding grounds during operating hours will be suspended immediately and asked to report back at a later date for formal disciplinary action;
- Parents and carer are asked not to smoke on the premises or on the surrounding grounds or outside the front gate during operating hours or at drop-off and pick-up times;
- Staff who do smoke before starting work must make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues. They must change their t-shirt and wash their hands before starting work;
- Staff are not allowed to leave the premises during lunch breaks as they are still paid to remain on site so are therefore not allowed to smoke during their working day.

All policies and procedures are reviewed annually or when required