

Holden Hill Kindergarten and Occasional Care

SMOKE-FREE POLICY



Rationale

The Department for Education recognises that active and passive smoking is a health risk. Under the *Work Health and Safety Act 2012* Holden Hill Kindergarten has a legal commitment to provide a safe and healthy workplace for all employees, caregivers, visitors and contractors.

Under the *Tobacco Products Regulation Act 1997* smoking is prohibited in all enclosed workplaces and some unenclosed areas.

Aim

To minimise the exposure of employees, contractors, volunteers, visitors and customers to the hazards of tobacco smoke.

Scope

The smoke-free policy applies to all persons entering or using department premises or involved in a department activity, including all employees, students, volunteers, visitors and contractors.

Smoke-free Environment

Anyone in a department workplace or anyone involved in a department activity should be protected from the involuntary inhalation of tobacco smoke from tobacco and tobacco related products, including cigarettes, electronic cigarettes, cigars, and pipes.

Smoking and using electronic cigarettes is prohibited at all department premises and activities, including all buildings, structures, outdoor areas and government vehicles, and is not permitted within 10 metres of a children's playground or perimeter of a department premise.

Employee Responsibility

Complying with this policy and any local established procedures.

Protecting their own health and safety at work and the health and safety of any other person.

Ensuring that a break for smoking, or using electronic cigarettes, is taken in their own time or during a recognised (award) rest break, and smoking or use of electronic cigarettes occurs off department premises.

Signed: *P. N. Kupalo* Director Date: *07/04/2022*

Reviewed:..... Director Date:.....