

FOR PUBLISHING

Human Resources
Committee
May 2019
Appendix K



South
Lanarkshire
College

East Kilbride

Smoking and Vaping Policy

DRAFT



South
Lanarkshire
College

East Kilbride



South Lanarkshire College
Students' Association



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1. Objective

South Lanarkshire College recognises that it has a duty to ensure, that staff, students and visitors to the College have the right to work, study or visit without being exposed to tobacco smoke or vapour from e-cigarettes.

South Lanarkshire College is an official supporter of '[Scotland's Charter for a Tobacco-Free Generation](#)' and has pledged to make practical changes to make South Lanarkshire College a '**Clean Air College**'.

The College has also pledged to provide a supportive environment for students and staff who wish to quit.

2. Policy

This policy has been developed to protect all staff, students and other users of College premises from exposure to second-hand smoke and to ensure our compliance with the following Health and Safety Legislation:

- The Smoking, Health & Social Care (Scotland) Act 2005, which prohibits smoking in enclosed public places.
- The Health & Safety at Work Act 1974, which places a duty on employers to "Provide and maintain a safe working environment which is, so far as is reasonably practical, safe, without risk to health and adequate as regards to facilities and arrangements for their welfare at work".
- This policy also complies with the Safety & Health of Pregnant Workers Act (Directive 92/85/EEC) where pregnant women have a right to protection from potential chemical, physical and biological risks.

Exposure to second-hand smoke, also known as passive smoking, increases the risk of lung cancer, heart disease and other illnesses.

3. Scope

The Policy is designed to contribute to the improvement of the health, safety and welfare of staff, students and visitors to the college, by providing a smoke-free, vapourless environment while offering support to those who smoke or vape who would like to stop.

To prevent the risk of being exposed to second hand smoke/vapor, the Policy applies equally to all staff, students, contractors and other visitors to the College and to all buildings, grounds or college vehicles owned or leased by the College.

4. Procedures

Let's Clear the Air signage is displayed across the College campus stating that smoking and vaping is permitted only in designated areas. This is also applicable to College vehicles.

Smoking or vaping out-with these areas is a disciplinary offence.

The designated areas are:

- The dedicated Smoking Shelter (located next to muster point C)
- The dedicated Vaping Shelter (located opposite the bus stop)

Staff and students who wish to smoke or vape may do so only in the respective designated area during recognised break and lunch times.

5. Breaches of Smoking/Vaping Policy

Breaches of this policy will be dealt with on an individual basis.

Where a member of Staff breaches the smoking/vaping policy, they will be dealt with under the Staff Disciplinary Procedure.

Where a Student breaches the smoking/vaping policy, they will be dealt with under the Student Disciplinary Procedure.

It should also be noted that any individual who does not comply with the relevant legislation may be liable to a fixed penalty fine and possible criminal prosecution.

6. Smoking Cessation Support

This policy is not concerned with whether any individual smokes/vapes, but that they do not smoke or vape when they are within the College's buildings, grounds or vehicles other than in the designated smoking and vaping areas.

It is also acknowledged that the policy may be an incentive to smokers to give up smoking or vapers to stop vaping.

The College will work with partnership agencies including the NHS to support those who wish to stop smoking or vaping.

A programme of events will be available on the College website 'Clean Air College page.
<https://www.south-lanarkshire-college.ac.uk/life-at-slc/student-services/clean-air-college/>

Sources of support are:

- Your local GP surgery
- Quit your Way: 0800 84 84 84 or
- <https://www.nhsinform.scot/campaigns/quit-your-way-scotland>
- www.ashscotland.org.uk

7. Monitoring

Monitoring of general adherence to the policy will be undertaken by the Facilities Department and College Managers, although all staff have a responsibility to politely ask people to stop smoking out with the designated area and to draw their attention to the no smoking/vaping signs.

8. Equality and Diversity



This Policy has been Equality Impact Assessed.

Date: 11.02.19

The application of this Policy will be monitored by Human Resources to ensure equitable treatment of all.