44. NO-SMOKING/VAPING

Policy statement

At ASK, we comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment, both indoors and outdoors. This policy applies to anything that can be smoked, including cigarettes, pipes (including water pipes such as shisha and hookah pipes), cigars, and herbal cigarettes, and it also applies to vapes and electronic cigarettes (also known as e-cigarettes).

The policy applies to employees, parents, visitors/carers, members of the public, contractors, and others working or using ASK's premises. This policy will be clearly advertised and visitors to the setting will be informed of it.

Procedures

- All members of staff, parents/carers, and volunteers are made aware of our No-Smoking/Vaping policy.
- No-smoking signs are displayed.
- The No-Smoking/Vaping policy is stated in information for parents/carers.
- We actively encourage no-smoking/vaping by having information for parents/carers and members of staff about where to get help to stop smoking/vaping if they are seeking this information.
- Staff who smoke/vape during working hours and travelling to and from work must not do so whilst wearing the clothes they wear at ASK, or must at least cover the clothes.
- E-cigarettes are not permitted to be used on the premises.
- Staff who smoke/vape or use e-cigarettes during their scheduled breaks go well away from the premises.
- Staff who smoke/vape during their break make every effort to reduce the effects of odours and passive smoking for children and colleagues.
- Smoking/ vaping on off-site visits or trips is not permitted.
- Staff are made aware that failure to adhere to this policy and its procedures may result in disciplinary action.
- It is an offence for employees to smoke in smoke-free areas, with a fixed penalty of £50, or prosecution and a fine of up to £200.

Legal framework

- The Smoke-free (Premises and Enforcement) Regulations (2006)
- The Smoke-free (Signs) Regulations (2012)

This policy was adopted by:	ASK Kindergarten & Clubs
On:	May 12, 2026
Date to be reviewed:	May 12, 2027
Signatory:	Mark Stewart
Role of Signatory:	Owner & Ofsted Registered Provider