

SMOKE FREE POLICY

This policy has been developed to protect all employees, service users, customers and visitors from exposure to second hand smoke and to assist compliance with the Health Act 2006.

It is the policy of Donnington Community Hub that all areas of the building are smoke free and all employees have the right to a smoke free environment.

Smoking including E Cigarettes is prohibited within the building confines and company vehicles. This policy applies to all employees, contractors and visitors.

Overall responsibility for policy implementation and reviews rest with the Centre Manager.

However, all staff are obliged to adhere to, and support the implementation and monitoring of the policy.

The Centre Manager shall inform all existing employees and outside contractors and consultants of the policy and their role in the implementation and monitoring of the policy.

The Centre Manager will also give all new personnel a copy of the policy on recruitment/induction.

Appropriate 'no smoking' signs will be clearly displayed at the entrance and within the premises.