Title of Policy:	**Smoking at Work**
Section:	**Health and Safety**

Purpose

Employees of Carers Choices may be dismissed for smoking in prohibited areas; It is important, therefore that they understand that such behaviour is strictly prohibited. This policy statement provides clear information on the behaviours expected.

Statement

This policy has been developed to protect all employees, Clients and visitors from exposure to second-hand smoke and to assist compliance with the Health Act 2006. Exposure to second-hand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

Procedure and Guidance

It is the policy of Carers Choices that all our workplaces are smoke-free, and all employees have a right to work in a smoke-free environment. Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace. This includes company vehicles. This policy applies to all employees, contractors, consultants, temporary workers, visitors or volunteers.

Implementation

Appropriate “no-smoking” signs will be clearly displayed at the entrances to and within the premises, and in all smoke-free vehicles. If any staff member has a concern relating to a potential breach of this policy, it should be reported immediately to Carers Choices.

Care Workers on Duty and Clients

Care workers employed by Carers Choices are strictly forbidden to smoke in front of Clients and on their premises. Clients are asked that they do not smoke in front of Carers Choices' employees.

Non-compliance

Disciplinary procedures will be followed if a member of staff does not comply with this policy. Those who do not comply with the smoke-free law may also be liable to a fixed-penalty fine and possible criminal prosecution.

For those who need help to stop smoking

The NHS offers a range of free services to help smokers give up. Visit www.gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0169 for details. Alternatively, you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

CQC Registration and Inspection Compliance

Key Questions and Quality Statements applicable to this Policy	Care Quality Commission (Registration) Regulations 2009 applicable to this Policy
Safe • **Safe Environments**	

Legislative Compliance

	Other legislation relevant to this Policy

Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 applicable to this Policy	
Regulation 12: Safe care and treatment	Health Act 2006

Policy Reviewed on Date of Implementation by the Following Company Officer:

Full name:

Paul Ramsden

Job Title:

CEO

Signature:

P. Ramsden