



**Hertfordshire County Scout Council
Staff and Volunteer Smoking Policy
In conjunction with Smoke Free Scouting FS320005
Effective from 1st June 2007**

1 Principles

This policy is intended to:

- Protect everyone against the effects of second hand smoke
- Promote health in the workforce and volunteer sector
- Support those people who would like to quit smoking

2 Background

Breathing in second hand smoke leads to:

- A 24% increased risk of contracting lung cancer in non smokers
- A 23% and 25% increased risk of heart disease in smokers and non-smokers respectively
- Cause or trigger asthma as well as many other illnesses and minor conditions.

3 Current legislation

Section 2(2)(e) of the Health and Safety at Work Act 1974 places a duty on employers to provide a working environment for employees that is:

“..safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work.”

By July 2007 all enclosed workplaces will be completely smoke free. Employees and volunteer staff are treated equal under current legislation.

4 Policy

The policy is being written with the employees and volunteers best interests in mind. The right of people to breathe clean air prevails over the right of the smoker to smoke.

Smoking is not allowed in or vicinity of any building, offices, activity areas, vehicles, toilets, marquees/tents or similar and car parks.

If you do need to smoke this will be done in a discreet manner away from others.

Smokers are requested not to smoke around young people at the centre or group.

Smokers are requested to dispose of cigarette ends and other waste smoking materials.

5 Guidelines

Smoking whilst on duty is only allowed during your own breaks i.e. lunch/dinner. This again will be done in a discreet manner away from others. When attending meetings or other events at venues where smoking is permitted, employees are expected not to smoke.

6 Consultation

All views will be taken into account and a full staff/volunteer consultation will take place where opinions can be raised. Once any changes have been brought in, staff/volunteers will be given time to adjust to the changes.

7 Policy implementation

This policy is intended to benefit all employees and volunteer staff and everyone is responsible for its continued implementation. Overall responsibility for ensuring the policy is implemented, monitored and reviewed rests with the County team/Wardens. Information on the policy will be:

- circulated to all employees and volunteer staff
- provided to all new employees;

Signs will be put up where necessary in buildings/marquees or similar.

8 Enforcement of the policy

In the unlikely event of any member of staff/volunteers not respecting the policy, the County Team/Wardens will attempt to resolve the situation informally. Ultimately this policy should be self policing.

9 Review of the policy

A formal review of the policy will take place after three years.

This policy has been written in terms of promoting better health, improving the image of the Activity Centre/Group Headquarters and treating all staff/volunteers equally. Consequently it is recommended that all staff/volunteers who currently smoke takes advice to help quit. Below is some useful contact numbers.

NHS Smoking Helpline 0800 169 0 169

Open 7am – 11pm every day.

Senior advisors (counsellors) available 10am –11pm.

QuitLine Smoking Helpline 0800 00 22 00

Open 9am – 9pm every day.

Smoking prevention services for young people

Alice McClelland - 020 7251 155 or email: a.mcclelland@quit.org.uk