



Procedure

Sprowston Community High School are committed in providing the highest quality of education and social development for its students to ensure emotional and physical well-being.

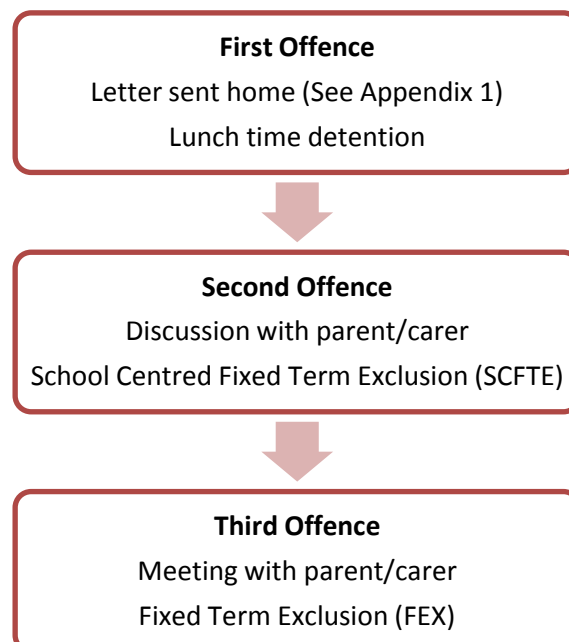
We are committed to providing a healthy, clean and safe environment for all students, employees, parents and visitors and therefore committed to compliance with anti-smoking legislation (*Health Act 2006*) that renders smoking on, or inside, the school premises a criminal offence.

The school has a duty of care and legal responsibility to take measures to prevent smoking on school site and within site of the school and, as such, will treat a smoking offense as serious.

Students will be regarded as 'smoking' if;

1. They are seen smoking
2. They are seen with a lit cigarette in their possession
3. They are found to have cigarettes and/or smoking materials in their possession
4. They are associating themselves with others that are caught in the act of smoking.

The process for sanctions is outlined below that highlights each step and the consequences. **These processes are also the case for the use of Electronic Cigarettes.**



Support

Sprowston Community High School takes its responsibilities in supporting the students seriously and the following are some strategies that we would employ to help with stopping smoking.

- Referral to the School Nurse/Health Practitioner
- Appropriate pastoral support in regards to making healthy, positive choices
- Ensure students are fully aware of the risks associated with smoking and by challenging attitudes towards it.
- Advise students to seek support from appropriate websites that include the NHS Stop Smoking Service www.gosmokefree.co.uk

Appendix 1; Initial Smoking Notification Letter

Dear Parent or Carer,

I regret to inform you that (Insert name) has been caught breaking the school procedures with regard to smoking (see attached procedure). As you know, we treat this as a serious matter as it is a breach of the school rules and the 2006 Health Act.

As this is (insert name here) first offence they will receive a lunch time detention.

As outlined in the school policy, if there is a continued break of these rules, your child may receive a School Centred Fixed Term Exclusion or Fixed Term Exclusion for persistent offences.

Whilst it is important that our young people realise there is a consequences for their actions it is also important for them to realise that the school takes its responsibilities in supporting their health and well-being seriously. As such their name will be passed to the school nurse who will arrange to see them to give advice and support in this matter.

I hope that you will support us in this matter and ensure that the full consequences of (insert name) actions are understood.

Please do not hesitate in contacting me if you have further questions regarding this.

Yours Sincerely