



## **THE ORATORY SCHOOL**

### **Smoking Policy**

#### **Purpose**

The Oratory School is committed to the active promotion and ultimate achievement of the goal of a non-smoking environment for all its employees and pupils consistent with the objective goals of health protection and the promotion of health within an educational setting.

**For the purposes of this policy, Smoking is taken to include all use of tobacco products, herbal substitutes, and vaping.**

#### **Objectives**

- ❖ To eliminate all forms of smoking by pupils as part of ensuring that the School complies with its responsibility to create and maintain a safe emotional and physical environment for boys.
- ❖ To demonstrate the School's commitment to promoting the health of boys and staff.
- ❖ To protect non-smokers from the adverse health effects of environmental tobacco smoke in the workplace.
- ❖ To provide information and advice for those who wish to stop smoking.
- ❖ To inform boys of the Law relating to smoking.
- ❖ To ensure that all boys understand the effects and potential dangers of smoking.
- ❖ To communicate to parents the School's stance on smoking.

#### **Rationale**

Smoking by boys and staff places the smokers' health at risk together with those other boys and staff who are passive smokers.

#### **Policy Statement**

The school prohibits smoking by boys while at school and while they are travelling to or from school or are on school activities/holidays away from school for the following reasons:

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- ❖ It has been illegal to smoke in a public place, including schools, since 1st July 2007.
- ❖ Boys' health is endangered since smoking is the single most preventable cause of premature death and ill health in our society. Passive smoking – breathing other people's tobacco smoke – is also potentially fatal. It has been shown to cause lung cancer, as well as many other illnesses, in non-smokers.
- ❖ Other pupils who are not smokers might be discouraged from using school facilities because of the activities of smokers.
- ❖ Smoking is a Health and Safety issue for all who work at, live at and visit the School.
- ❖ Everyone has the right to breathe clean air.
- ❖ When pupils are seen openly smoking at or near school or while on their way to or from school, the School's reputation is placed at risk.
- ❖ All Staff – teaching, peripatetic, support and non-teaching as well as visitors and boys - may not smoke while on school premises. The prohibition of smoking will apply during related school activities undertaken outside school premises, e.g. Educational Visits.
- ❖ Boys need to receive consistent messages and require non-smoking role models within the School.

### **Support, Counselling and Disciplinary Procedures**

Whenever a Housemaster suspects that a boy has been smoking a number of procedures will be put into place. Housemasters may become aware when boys are reported by other staff/prefects who find boys smoking or in the presence of smokers, or by boys returning to House/attending lessons or activities smelling of smoke or being found in the possession of cigarettes, tobacco, lighters etc. The name of the offending boy is reported to Housemaster, Lower Master, and Second Master.

The following steps indicate the range of options open to the School. These options will be used at the discretion of Housemasters in consultation with the Lower Master and Second Master.

Letters sent to parents/guardians following smoking offences will notify them of the availability of the support and counselling in place at the Health Centre and our expectations for any smokers to give up smoking if they wish to continue their education at The Oratory School. The laws governing the buying of cigarettes and smoking in the UK may also be reinforced.

- ❖ When a boy is found smoking, or in the possession of tobacco, he will be reported to his Housemaster, the Lower Master and Second Master.  
**1st offence** – the boys will be gated for three days removing his privileged to move about freely especially to places where he might be able to smoke. There will also be a letter home (from Housemaster) reiterating the school's stance and expectations, and the range of help on offer, plus warning that a second offence will incur further penalties. A copy of this letter to be kept in the boy's file, plus copies to be sent to the Lower Master and Second Master.

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- ❖ **2nd offence** – when a boy is reported to his Housemaster for a second time he will be gated for five days thus removing his privileges of movement for a longer period of time. In addition there will be a further sanction of some manual work to be completed on a Sunday. Additionally the boy will be required to attend and assessment of smoking history, present use, and cessation advice. This will be carried out by the School's Health Centre. The Housemaster will detail these sanctions to the boy's parents in the form of a letter which will be copied to the Lower Master and the Second Master.
- ❖ **3rd offence** – when a boy is found smoking on a third occasion (i.e. for the third time in one term) he is reported to his Housemaster who will then inform the Head Master in addition to the Lower Master and Second Master. He is likely to be suspended but if this is not the case he will be gated for seven days which will include school community work on Sunday. In addition the boy will be have compulsory attendance at the school Health Centre (in return to school in the case of a suspension) for further assessment of smoking history, present use, and cessation advice (School Health Centre). Referral to the School Medical Officer may be deemed appropriate for NRT and to a smoking cessation support group. These measures will all be outlined in a letter to parents from the Head Master.

Boys will be given every assistance to help them stop smoking, however Electronic cigarettes, together with liquid nicotine and similar appliances, are not allowed by the school and will be treated in the same way as normal cigarettes or tobacco.

**Boys who are found smoking inside a House are reported directly to the Head Master and suspended immediately. This reflects the School's view that smoking inside Houses is extremely dangerous and put the lives of other boys and staff at risk.**

### **Related issues**

- ❖ Boys found associated with smokers (i.e. caught in the presence of smokers) are likely to incur similar penalties to a smoker caught for the first time which will include a letter home to parents/guardians from Housemaster.
- ❖ All pupils found in possession of cigarettes, electronic cigarettes, tobacco, liquid nicotine, snuff, lighters, lighter fuel etc. will have the smoking materials confiscated. (If deemed necessary, room searches may be conducted using the school room-search procedure in the presence of his Housemaster or another member of staff and wherever possible, the pupil concerned.) If such items are discovered and confiscated, parents will be informed that they will be held until the end of the term. Parents may either choose to come to the school to receive the confiscated items, and sign for them, or they may choose for the school to destroy them. Confiscated items will not be returned to students, even if over the age of 18.
- ❖ In cases where pupils have returned from overseas/abroad and are found in possession of large quantities of cigarettes/tobacco that has been brought into the UK and exceeds that allowed by law, the School may inform HM Customs and Excise. This may impact on pupils' future visa applications

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and/or compromise their future education at The Oratory School or at a UK University.

- ❖ Any pupil caught supplying cigarettes/tobacco to other pupils may be suspended; a repeat offence could result in them being required to leave the School. Persistent non-compliance with the School's Policy will lead to permanent exclusion.

Pupils may contact **'Quitline'**, the free national telephone helpline for smokers – 0800 00 22 00.

Pupils may also contact various websites for information and help:

<http://www.healthnet.org.uk/quit/guide.htm>

<http://www.givingupsmoking.co.uk>

<http://www.lifesaver.co.uk>

<http://www.quitnet.org>

<http://www.quit.ogr.uk>

<http://www.quitnow.info.au>

<http://www.unhooked.org>

### **Implementation**

Communication – 'A Whole School Policy':

- ❖ Members of staff will receive copy of the Policy and copy will be placed in the Staff Handbook.
- ❖ The Policy procedures will form part of the induction process for new members of staff Prefects and House Captains will receive INSET training.
- ❖ The Policy will be made available to Governors and all parents, copy of which will be placed on the Parents' area of the School website.
- ❖ Members of Staff shall inform school visitors of the Policy.

As a School:

- ❖ We shall use any opportunity to educate and discuss aspects of smoking, to use clear direct and honest messages, to use assertiveness techniques etc. via the Life Skills/PSHE programme, within Houses, Citizenship as taught by Tutors.
- ❖ The Life Skills/PSHE programme emphasises the importance of educating pupils to make healthy, informed choices.
- ❖ We shall encourage pupils are to think carefully about their attitudes and aspirations, and to explore ways of making decisions and of developing strategies for resisting 'peer pressure'.
- ❖ The Life Skills/PSHE programme extends across the age groups and across the curriculum.
- ❖ We shall deal quickly, firmly and fairly with any complaints, involving parents, where necessary.

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- ❖ We shall continue to have a firm but fair discipline structure. The rules are clearly set out in the Pupil and Staff Handbooks.
- ❖ We shall use outside specialist agencies to make presentations to pupils about smoking.
- ❖ We shall encourage good role modelling.

### **Monitoring and Evaluation**

- ❖ The policy is a living document, will be evaluated, refined and updated on a regular basis.
- ❖ Housemasters, the Lower Master, and the Second Master will each keep records of smoking offences.
- ❖ There will be a continuing programme of INSET as deemed necessary.
- ❖ Resource materials will continue to be updated and made available to both staff and pupils.
- ❖ This Policy has been devised in full consultation with all those members of staff who are concerned with health and safety at The Oratory School. It enjoys the support of the relevant representatives.

### **Other Policies/Staff Guidelines, which have relevance to this Policy are:**

Alcohol Policy

Drugs Policy

Admissions, Discipline & Exclusions

Pupil Confidentiality

The OS Healthcare arrangement

Staff Employment Manual

Licence to occupy school accommodation

Member of Staff Responsible: Mr TJ Hennessy (Second Master).

Reviewed Annually in June.

Last reviewed in August 2017.

Policy was clarified to make it clear that it includes all tobacco products, herbal tobacco, and vaping.