



NON SMOKING POLICY

This policy was written in consultation with the Department of Health, Victoria Tobacco Reforms. Under the *Tobacco Act 1987*, and its recent amendments, smoking is prohibited within 10 metres of outdoor children's playground equipment as at 1st April 2014. It is also written in consultation with the DEECD banning smoking on Victorian Government school premises from July 1st, 2009.

PURPOSE

This policy will provide guidelines and procedures to ensure that:

- All people who attend the premises of South Kingsville Pre School, including employees, children, parents/guardians, students, volunteers, contractors and visitors, are provided with a safe and healthy environment
- All reasonable steps are taken by the Approved Provider, as the employer of staff, to ensure the health, safety and wellbeing of employees at the service
- Educators, volunteers, families and others participating in South Kingsville Pre School activities, both on kinder premises and off, are aware of non-smoking regulations and policies.

POLICY STATEMENT

1. VALUES

South Kingsville Pre School is committed to:

- promoting healthy lifestyles for children, families, staff and visitors by limiting their exposure to smoke
- ensuring that families, staff and visitors to the centre are aware of legislation regarding non-smoking boundaries around the centre

2. SCOPE

This policy applies to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of South Kingsville Pre School.

3. BACKGROUND AND LEGISLATION

Background

Smoking is a major cause of preventable death in Victoria and a leading cause of avoidable chronic illness and hospitalization from conditions including cancer and cardio vascular disease. Smoking in public places is strictly controlled in Victoria. A number of laws have been passed in recent years to help keep the Victorian Community free from tobacco related illnesses.

Legislation and standards

From April 1 2014, under the *Tobacco Act 1987*, smoking will be banned at areas commonly used by children and young people for recreational and sporting activities. Under the *Tobacco Act 1987* smoking will be prohibited within 10 metres of outdoor public children's playground equipment.

Relevant legislation and standards include but are not limited to:

- *Child Wellbeing and Safety Act 2005 (Vic)* (Part 2: Principles for Children)
- *Education and Care Services National Law Act 2010*: Section 167
- *Education and Care Services National Regulations 2011*: Regulation 82,

- *National Quality Standard, Quality Area 2: Children's Health and Safety*
 - Standard 2.3.: Each child is protected
 - Element 2.3.2: Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury
- *Occupational Health and Safety Act 2004*

4. SOURCES AND RELATED POLICIES

Sources

- *Education and Care Services National Law Act 2010*
- *Education and Care Services National Regulations 2011: tobacco, drug and alcohol free environment*
- *National Quality Standard, Quality Area 2: Children's Health and Safety*
 - Standard 2.3: Each child is protected
 - Element 2.3.2: Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury

Service policies

- *Excursions and Service Events Policy*
- *Occupational Health and Safety Policy*

PROCEDURES

The Approved Provider (Committee) is responsible for:

- ensuring parents/guardians are informed about the *Non Smoking Policy* on enrolment

The Nominated Supervisor (Director) is responsible for:

- ensuring parents/guardians are informed of the *Non Smoking Policy* on enrolment

Certified Supervisors and other educators are responsible for:

- ensuring that all visitors to the centre comply with regulations regarding exclusion zones for smoking around the centre

Parents/guardians are responsible for:

- complying with this policy and with Victorian Legislation

Volunteers and students, while at the service, are responsible for following this policy and its procedures.

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- encourage feedback from educators, staff, parents/guardians, children, management and all affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy on a periodic basis.

- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify parents/guardians at least 14 days before making any substantial changes to this policy, which would impact on the supervision or care of children.

AUTHORISATION

This policy was adopted by the Committee of Management of South Kingsville Pre School on 13/10/2014

REVIEW DATE: AS REQUIRED