



This policy was last updated in June 2025 and will be reviewed annually

No Smoking Policy

Statement of intent

We comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment – both indoors and outdoors. The term “smoking” refers to the use of cigarettes/Tobacco products, vapes (e-cigarettes, e-cigs)

Procedures

- All staff, parents and volunteers are made aware of our No-Smoking Policy.
- We display no-smoking signs.
- The No-Smoking Policy is stated in our information for parents.
- We actively encourage no-smoking by having information for parents and staff about where to get help to stop smoking, if they are seeking this information.
- Staff who smoke must not do so during working hours, unless on a break and off the premises.
- Staff who smoke during working hours and travelling to and from work must not do so whilst wearing a setting uniform or must at least cover the uniform.
- E-cigarettes, including vapes are not permitted to be used on the premises.
- Staff who smoke during their scheduled breaks must go well away from the premises.
- Staff who smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.
- Staff are made aware that failure to adhere to this policy and procedures may result in disciplinary action.
- By law, smoking isn't allowed in any enclosed work space and workers can be fined up to £200 (at this time e cigarettes are not included in this law).

Legal framework

- The Smoke-free (Premises and Enforcement) Regulations (2006)
- The Smoke-free (Signs) Regulations (2012)



Ladybird Playgroup Thriplow (CIO 1162435) – No Smoking Policy – Staff Only

School Lane, Thriplow, Royston, Herts, SG8 7RH

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This policy was adopted at a meeting of the Ladybird Playgroup Thriplow CIO	
Held on (date)	
Signed on behalf of the Ladybird Playgroup Committee	
Role of signatory (e.g. chairperson etc.)	
Signed by Playgroup Leader/Deputy	
Name of Playgroup Leader/Deputy	