

# SMOKE FREE SCHOOL POLICY

## **Purpose Statement**

Beaumaris Secondary College values and respects the benefits of a healthy lifestyle. We recognise the danger that smoking and passive smoking causes to health. As most adult smokers report that they took up smoking while at school age, the College knows that it must do all it can to educate students about the dangers and encourage students not to smoke.

## **Aim**

Beaumaris Secondary College is committed to being a smoke free school and supporting the health and wellbeing of staff and students. In line with the Department of Education and Early Childhood Development guidelines:

- From 13 April 2015, smoking is banned within four metres of an entrance to all primary and secondary schools in Victoria, and within the school grounds, under an amendment to the *Tobacco Act 1987*.
- Students, staff and parents should refrain from smoking in school premises, on the school grounds (including car park) or at school functions and activities
- An ongoing communication strategy is implemented to inform the whole school community of the reasons for a smoke free policy
- All members of the school community are aware of their role in implementing a smoke free environment
- Support is given for targeted students

## **Guidelines**

Establishing a smoke free environment requires a consistent whole school approach inclusive of all members of the school community, parents and the wider community.

- To deliver a tobacco and prevention management strategy as part of a whole school approach to health and well being
- Adopt a communication strategy to inform the whole school community of the policy and the reasons for its existence
- To deliver tobacco education in the context of the school health curriculum
- To provide whole school professional development education to staff, and have a core group of teachers QUIT educated.
- To involve parents as partners in tobacco education
- To identify and support students who are vulnerable to becoming regular smokers and be given intensive support and counselling
- To support students to stop smoking
- To involve parents in the management of young person's tobacco use
- To access resources from community based agencies to avoid or reduce the student's use of tobacco.
- Audit and evaluate tobacco management strategies regularly as part of the school's review cycle.

## **Key Responsibilities**

### **SMOKE FREE SCHOOL PROCEDURE FOR STUDENTS BREACHING SCHOOL POLICY**

Beaumaris Secondary College is a Smoke Free School.

Students will be subject to consequences if:

- found smoking,
- or in the company of others smoking,
- in possession of cigarettes or
- supplying cigarettes to other students while at school, in school uniform, or at a sponsored school activity

The emphasis of the College procedure is to put the health and wellbeing of students first. A clear process has been established for staff to follow should a student be found to be in breach of the Smoke Free policy.

#### **First incident**

- Affirm the healthy lifestyle expectations and reiterate school policy
- Parents are contacted by the Year Level coordinator (or standard letter)
- Provide information pack to student which includes information on smoking and support services.
- Student referred to wellbeing team/appropriately trained staff to formulate an individual management plan and risk reduction agreement.
- Consider negotiating with student using a Quit journal if indicated by a pattern of dependence.
- Provide additional supervision, for e.g. Yard, activity or event: to the student as appropriate
- Student Welfare Coordinator /Quit Mentor document incident to track frequency and amount of incidences

#### **Second Incident**

- Convene a student support group to discuss the student's behaviour (consider school principal, student, main classroom teacher, parents, nurse, SWC)
- Consider additional supports for students exhibiting a range of health and wellbeing related issues
- Empower students to continue to seek help to cease or manage their tobacco smoking.
- Management and risk reduction plan review with the welfare team/ appropriately trained staff
- Disciplinary action may also be imposed in line with the Student Engagement Policy (community service, loss of privilege, suspension etc )

#### **Repeated Incidents**

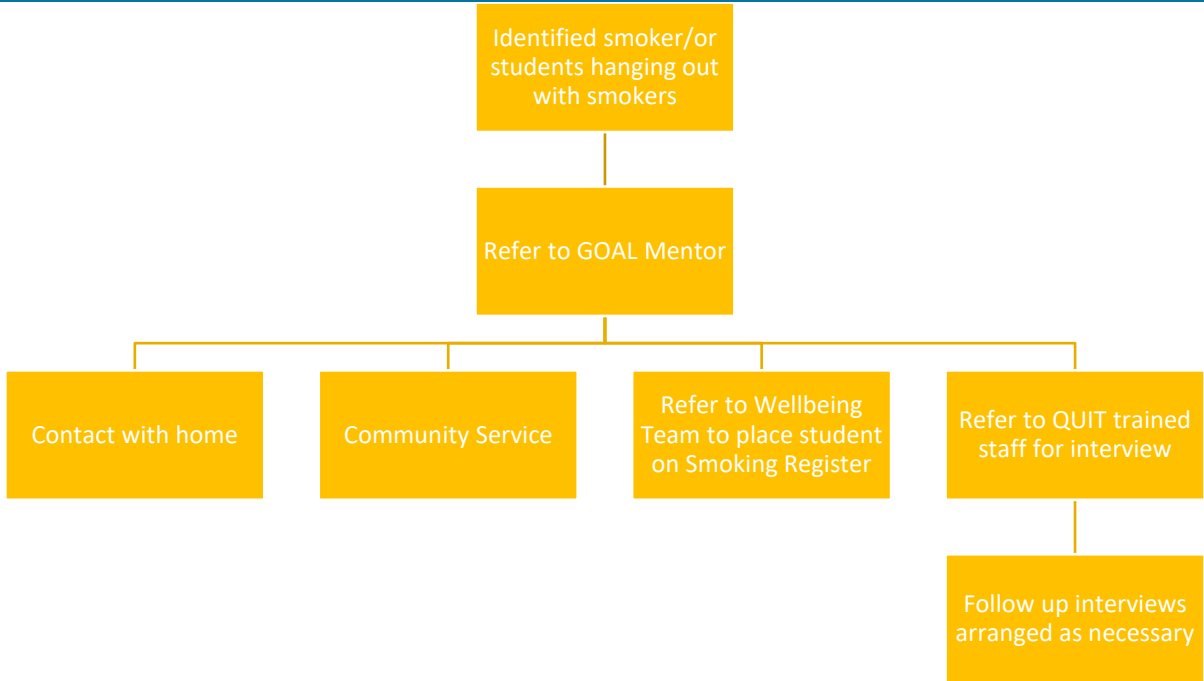
- Convene a student support group to discuss and consider consequences as per Department of Education and Early Childhood Development's Effective Schools are Engaging Schools: Student Engagement Policy Guidelines.
- Management and risk reduction plan review

Taking disciplinary action against a young person for smoking, without providing support for them to cease their experimentation, or manage their dependence in a way that complies with school rules, is unrealistic and may only serve to marginalise the student.

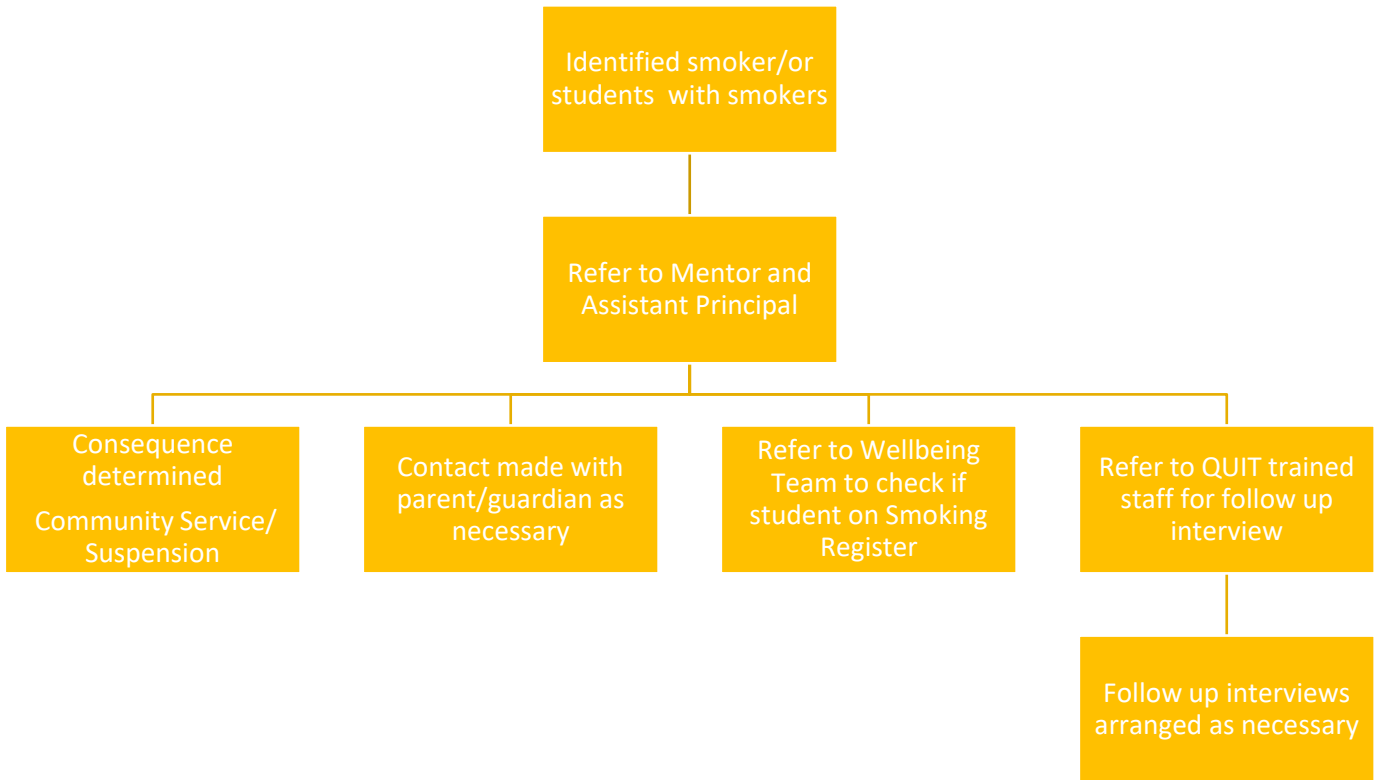
## **ReView**

The college will conduct an audit and evaluate tobacco management strategies regularly as part of the school's review cycle.

**SMOKING REFERRAL FLOW CHART FOR FIRST OFFENCE**



**SMOKING REFERRAL FLOW CHART FOR SECOND/ REPEAT OFFENCE**



**STUDENT SMOKING REFERRAL**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of person making the referral: \_\_\_\_\_

Date of Offence: \_\_\_\_\_

Was student found to be **smoking** or **associating with smokers**? (Please circle)

Is this the First Offence?  Or Second Offence?

Has parent/guardian been notified? Yes

Was student suspended for this incident? Yes  N

Is there any other relevant information?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## STUDENT SMOKING REFERRAL

For Office Use Only

Please record in student records the following information:

Student Name: \_\_\_\_\_

QUIT Mentor \_\_\_\_\_

Date Seen by QUIT mentor: \_\_\_\_\_