



## SMOKE FREE POLICY STATEMENT

This policy has been developed to protect all employees, contractors, clients and visitors from exposure to second hand smoke and to assist compliance with the Health Act 2006.

Exposure to second hand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

It is the policy of Seaton Rail that all our workplaces are smoke free, and all employees have a right to work in a smoke free environment.

Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace. This includes company vehicles. This policy applies to all employees, contractors, clients and visitors.

Overall responsibility for policy implementation and review rests with the Managing Director, however all staff are obliged to adhere to, and support the implementation of the policy.

The Managing Director shall inform all existing employees, clients and contractors of the policy and their role in the implementation and monitoring of the policy. They will also give all new personnel a copy of the policy on recruitment/induction.

Appropriate 'no-smoking' signs will be clearly displayed at the entrances to and within the premises, and in all smoke free vehicles.

Disciplinary procedures will be followed if a member of staff does not comply with this policy.

Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

The NHS offers a range of free services to help smokers give up. Visit [gosmokefree.co.uk](http://gosmokefree.co.uk) or call the NHS Smoking Helpline on 0800 169 0 169 for details. Alternatively, you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

Reviewed By

A handwritten signature in black ink, appearing to read "Shane Seaton".

Shane Seaton  
Managing Director  
Date: 16<sup>th</sup> January 2020

Integrated Business Management System		Smoke Free Policy	
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