

University of Suffolk

## **NO SMOKING POLICY**

### **1. Introduction**

1.1 University of Suffolk is committed to creating a high quality, healthy and safe working environment for staff, students and visitors. In accordance with that commitment, the University recognises the right of all staff and students to work in a smoke free environment and has operated for a number of years a policy of no smoking within most areas of its academic and administrative buildings to ensure, as far as is possible, that everyone is protected from the dangers of smoke in their working environment.<sup>1</sup>

1.2 The Health Act 2006 implements new rules regulating smoking at work in England with effect from 1 July 2007. The legislative changes mean that smoking will become illegal in certain wholly or substantially enclosed public places and it will become an offence to smoke in no smoking premises or to knowingly permit smoking in no smoking premises. Statutory fines will apply if this legislation is breached.

1.3 The University has revised its policy to protect all members of the University from the harmful effects of passive smoke, to ensure compliance with legislation and to ensure that everyone is aware of their rights and responsibilities.

1.4 This policy applies to all staff, students, visitors and contractors and will be applied fairly and uniformly across all the University campuses.

1.5 This Policy also applies to the use of electronic cigarettes. The use of electronic cigarettes is prohibited wherever smoking is prohibited.

### **2. No Smoking Areas**

2.1 Smoking is prohibited in all University buildings (this includes all offices, corridors, lifts, stairwells, toilets etc.).

2.2 Smoking is also prohibited at entrances to University buildings and is only allowed a reasonable distance away from the building (ideally 5m) to ensure that tobacco smoke does not enter the building via the doorway or windows.

2.3 Smoking is not permitted within vehicles owned or operated by the University.

### **3. Signage**

3.1 No smoking signage will be displayed at entrances to all campus buildings; however the absence of no smoking signage does not permit smoking in the area.

3.2 Designated smoking areas are identifiable by the metal smoking bins placed away from the entrances to buildings.

#### **4. Responsibility and enforcement**

4.1 Compliance with the legislation and the University's policy should be managed on a local basis. Those responsible for designated areas and groups are required to co-operate in implementing the policy in the area for which they have responsibility and for ensuring that staff, students and visitors and, where applicable, contractors are made aware of this policy and that they comply with its requirements.

4.2 Failure to conform to the requirements of this policy will constitute a disciplinary offence for staff and students and may result in formal action.

4.3 Any contractor or visitor who refuses to comply with the requirements of this policy will be required to leave the University premises.

#### **5 Support for Smoking Cessation**

5.1 The University is committed to supporting anyone who wishes to stop smoking and where there is sufficient demand is willing to arrange smoking cessation clinics on campus.

5.2 The Government has set up a NHS Stop Smoking Service which provides counselling and support to smokers who wish to stop smoking. The NHS Smoking Helpline (7.00 am – 11.00pm) can be contacted on Freephone 0800 1690169.

5.3 Local Stop Smoking Helplines (Monday – Friday, 9.00 am – 5.00 pm) convenient for University campus sites are  
Suffolk Stop Smoking Service (Ipswich & Bury St Edmunds) - 01473 229292  
Great Yarmouth & Waveney Stop Smoking Service (Lowestoft & Great Yarmouth) - 0800 652 3477

5.4 Further information can be gained from the website <http://www.nhs.uk/smokefree>

<sup>1</sup> Tobacco smoke is classified as a Group A carcinogen, a substance known to cause cancer in humans and for which there is no recognised safe level of exposure. Passive smoking is a known cause of disease and people who do not smoke tobacco products have an enhanced risk of contracting lung cancer if they are exposed to environmental tobacco smoke.  
'No smoking' signs will be displayed as required.