# Smoking and Vaping Policy

This document sets out the policy for Smoking and Vaping on Campus along with arrangements for compliance with the Smoke-free Regulations (2006) introduced to address smoking at work and to control exposure to environmental tobacco smoke whilst at work.

**Organisation(s):** Falmouth Exeter Plus (FX Plus)

Falmouth University

University of Exeter (Cornwall)

Students Union (SU)

**Applies to:** Staff, Students, Visitors, Contractors

**Required Consultees:** FX Plus Operational Health and Safety Group

FX Plus Health and Safety Committee

UoE Health and Safety Committee (Cornwall)

SU Health and Safety Group

**Approved by:** FX Plus Senior Executive Team for FX Plus

Pro-Vice Chancellor, University of Exeter (Cornwall Campus)

Vice Chancellor of Falmouth University

CEO for Student Union

**Date Approved:** 13July 2022

**Review Date:** 13 July 2025

# Smoking and Vaping Policy

This document sets out the policy for Smoking and Vaping on Campus along with arrangements for compliance with the Smoke-free Regulations (2006) introduced to address smoking at work and to control exposure to environmental tobacco smoke whilst at work.

## Purpose

* 1. FX Plus and its University partners FX Plus are committed to complying with the Smoke-free (Premises and Enforcement) Regulations 2006.
  2. This Policy sets out the organisations’ arrangements for compliance with the Smoke-free Regulations (2006) introduced to address smoking at work and to control exposure and reduce risks to environmental tobacco smoke whilst at work.
  3. The main aspects of the Smoke-Free Regulations are to prohibit smoking in enclosed public places, workplaces and work vehicles.
  4. The overarching aim of this policy is to encourage a sensible approach to smoking and vaping and to accommodate the views of both smokers and non-smokers. However, it is recognised that smoking is detrimental to health and FX Plus and its University partners will continue to promote the culture of a smoke free campus.
  5. FX Plus and its University partners recognises the importance of supporting those wishing to give up smoking by adhering to the smoke free laws ensuring the workplace (including vehicles) remain smoke free.

## Scope

* 1. This Policy applies to all stakeholders, including visitors and contractors whilst working on Falmouth and Exeter University Campus’s in Cornwall.

## All employees, students and contractors are required to comply with this policy and comply with any smoke-free policies in place in other premises when carrying out University business. This also includes the use of electronic cigarettes, Shisha and any other product or substance that produces vapour or smoke as a biproduct.

* 1. The policy applies to all buildings at the Penryn Campus and in the ownership of FX Plus (whether on or off campus) or leased by FX Plus and to FX Plus or university owned or leased vehicles.
  2. Smoking Policy applies to the use of electronic cigarettes (e-cigarettes). To avoid confusion on interpretation and enforcement of the smoking and vaping policy, e-cigarettes will be treated as cigarettes under this policy.

## Related information

* 1. The relevant legislation is [Smoke-free (Premises and Enforcement) Regulations 2006](https://www.legislation.gov.uk/uksi/2006/3368/contents/made).
  2. Government information relating to laws on Smoking at Work can be found [Here](https://www.gov.uk/smoking-at-work-the-law).
  3. HSE Advice on Smoking at Work can be found [Here](https://www.hse.gov.uk/contact/faqs/smoking.htm).
  4. Further information about smoking can also be found on the. [Action on Smoking and Health (ASH) website](https://ash.org.uk/home/) and the [Smoke Free England website](http://www.smokefreeengland.co.uk/what-do-i-do/business/).

## Key Definitions

* 1. **Designated Smoke Free Areas:** All areas where smoking is prohibited.
  2. **Extended Smoke-Free External Areas:** Where it has been agreed that the smoke-free boundary needs to exceed the normal 5m perimeter.
  3. **Enclosed and substantially enclosed premises:** Premises which have a roof or ceiling and have more than half of the area enclosed by walls or other structures that serve the purpose of walls and constitute the perimeter of the premise.
  4. **Vape(s):** An electronic cigarette or similar device.
  5. **Vaping:** A person using an electronic cigarette or similar devise.

## Policy Information

5.1 Smoking/vaping is prohibited in any non-residential premises managed by FX Plus or owned by FX Plus including restaurants, bars and other licensed premises.

5.2 Smoking/vaping is prohibited in all student accommodation in FX Plus residences or FX Plus managed accommodation. These restrictions apply to private study bedrooms and all shared communal areas such as corridors, stairways, rest rooms, kitchens, entrances or reception areas.

5.3 Smoking is prohibited within a 5-metre boundary of the exterior of Penryn Campus buildings and vaping is prohibited within a 2m boundary. These include buildings that are owned or managed by FX Plus. This action is to reduce the risk of second-hand tobacco smoke entering buildings via doorways, windows, or air intakes.

5.4 Where environmental tobacco smoke is drawn into a building and causes a nuisance to occupants, the University Directors of Buildings (where present) or a Director of College Operations, with the input of the Director of Estates, can designate areas as an extended smoke-free external area by increasing the smoke-free boundary from the normal 5m perimeter to a wider area (locally determined). These external areas should be a suitable distance away from buildings to avoid smoke drifting through doorways, windows and air intakes or people having to pass through a smoking area to access a building.

5.5 Smoking/vaping is prohibited in any FX Plus or university managed vehicle or vehicle hired for university business purposes. These restrictions also apply to private vehicles used on FX Plus business when there is more than one person being carried in the vehicle.

5.6 Smoking/vaping is prohibited in all vehicle loading bay areas.

5.7 FX Plus Estates are responsible for ensuring appropriate no-smoking signs are displayed at the Falmouth and Penryn Campus. Although every effort will be made to sign no-smoking areas, the absence of a no-smoking sign cannot be taken to indicate that smoking is permitted.

5.8 Falmouth University, the University of Exeter and Student Union must notify FX Plus if they become aware of any areas that requires no-smoking signage.

5.9 Cigarette waste must be disposed of properly, considerately, and in a safe manner.

## Exemptions

6.1 Building(s) that are not owned or managed by FX Plus, located on grounds owned or managed by a third party. The smoking policy of the third party applies to the building and grounds (where smoking may be prohibited entirely).

* 1. Performers where the artistic integrity of a performance makes it appropriate for a person who is taking part in that performance to smoke, the part of the premises in which that person performs is not smoke-free in relation to that person during his performance. Rehearsals are not included in this exemption. However, alternative methods of play-act smoking is encouraged.
  2. Research and testing facilities and designated rooms in a research or testing facility are not smoke-free whilst it is being used for any research or tests specified in the regulations. Room users are expected to use appropriate respiratory protective equipment during testing.
  3. Any member of staff, student or visitor wishing to exercise an exemption, must apply for permission. The request for the exemption can be managed within the department/college so long as the necessary risk assessments, fire safety provisions and building management requirements are taken into account. For example, a show being held at the Performance Centre.
  4. FX Plus reserves the right to refuse an application for exemption where it is unreasonably foreseeable that this would increase the risk to the health, safety or wellbeing of any person or building.

## Roles and Responsibilities

* 1. The Managing Director of FX Plus is defined ultimately as the Responsible Person for the implementation of this Policy for FX Plus staff.
  2. The Vice-Chancellors from the University of Exeter and Falmouth University is defined ultimately as the Responsible Person for the implementation of this Policy for university staff and students.
  3. The Chief Executive from the Student’s Union is defined ultimately as the Responsible Person for the implementation of this Policy for Student Union staff.
  4. FX Plus Directors, University Academic Directors, and managers from all organisations, have been given devolved responsibility to ensure staff, students, contractors, and visitors adhere to the policy and the detailed standards set out in Appendix 1 of this policy.
  5. All Staff, Students, Contractors and Visitors attending University Campuses are required to follow the arrangements set out within this policy and its standards.

## Information and Training

* 1. Staff and Managers will receive information through induction to ensure they are familiar with this policy and standards and the rules and expected behaviours relating to smoking and vaping.
  2. Students will be advised of the rules and expected behaviours with regard to smoking and vaping on campus as part of the student induction process.

8.3 Students will receive specific information about rules in the Halls of Residence as part of the online induction and the University student handbook.

* 1. Contractors will be advised of the rules and expected behaviours in relation to smoking and vaping when on any university property.

## Monitoring and Review

9.1 The Smoking and Vaping policy will be reviewed every three years.

9.2 Monitoring of the effectiveness of this policy will be undertaken to meet the criteria as defined in Appendix 1: Smoking and Vaping Policy Standard.

## Equality Impact Assessment

The impact assessment process is currently being reviewed. This section will be updated following conclusion of the review.

## Contact for Further Information

11.1 FX Plus Health and Safety Team at [fxplushealthandsafety@fxplus.ac.uk](mailto:fxplushealthandsafety@fxplus.ac.uk)

## Approvals

Text

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Signed:

On behalf of Falmouth Exeter Plus

Print Name: Paula Sanderson, Managing Director

Date: 13th July 2022

Signed: 

On behalf of Falmouth University

Print Name: Peter Cox

Date: 16/09/2022

Signed: A. Fulton

On behalf of University of Exeter (Cornwall)

Print Name: Amie Fulton

Date: 19.05.2022

Signed: *S.Davey*

On behalf of The Student Union

Print Name: SARAH DAVEY

Date: 08/07/2022