



ST. EDWARD'S
OXFORD

SMOKING, VAPING, & TOBACCO PRODUCTS

21st AUGUST 2024

Document History

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Related Documents:	Safeguarding Policy, Wellbeing Policy, Behaviour Policy, Alcohol Policy, Drugs Policy, Exclusion Policy, boarding Principles and Practice, Safeguarding Policy, Code of Conduct
Related External Documents	

Roles and Responsibilities

The **Sub-Warden** is responsible for creating, implementing and maintaining this policy, as well as being responsible for all of the operational matters associated with this policy.

The Sub-Warden ensures that all the teaching staff understand the policy and their responsibilities within it and that the policy is consistently implemented in all departments, including identifying training needs.

All **Teaching Staff** must understand their responsibilities defined in the policy and seek to carry out the requirements, seeking support from the Sub-Warden where needed.

The **Governing Body** will be made aware of any changes to this policy.

Aims

The aims of this policy are to discourage pupils from smoking, vaping and using tobacco products (such as Snus) for the following reasons:

- It is injurious to health;
- It is addictive;
- It promotes, in a School context, secretive and unsafe behaviours;
- It presents health and safety risks; and
- there is evidence to suggest that those who smoke are more likely to try other addictive chemicals such as drugs. Please see the School's Drugs Policy.

To educate pupils about the dangers and consequences of smoking and vaping. This is supported in the Wellbeing Curriculum delivery (PSHE Education) run in the School.

To develop a partnership with parents in order to dissuade pupils from smoking and vaping.

Disciplinary Process

The School is a no-smoking site because of the significant fire risks. Moreover, there is no toleration of smoking tobacco or the use of e-cigarettes through tacit recognition of unofficial designated smoking areas around the School or turning a blind eye to a pupil's movements and behaviour.

Smoking, tobacco products and vaping paraphernalia are prohibited items at St Edward's and should not be brought onto the premises or taken on any trips or outings that take place as part of School life. A pupil may be searched if they are suspected of carrying such items. Staff should refer to the School's Search policy. Pupils from whom vaping or smoking apparatus is confiscated should expect it to be sent to a laboratory for analysis and themselves to be subject to a precautionary drugs test, in accordance with the Drugs Policy. Similarly, any pupil that has been caught vaping or smoking, should expect to be subject to a precautionary drugs test.

Sanctions for breaches of the School rules about smoking, vaping and the use of tobacco products are set out in this policy below:

- Pupils who are caught or found to have been smoking in any School building will ordinarily be excluded for a fixed period of at least 24 hours, and may be put on a specific Final Warning.
- A first offence for being caught smoking or vaping elsewhere, or for possession of smoking or vaping apparatus or tobacco products, is dealt with by the Deputy Head Pastoral, alongside the pupil's HM, and the pupil is likely to receive 12 working days of gating (Monday to Saturday).

Subsequent offences will be dealt with by the Sub-Warden, alongside the pupil's HM, who will meet with the pupil, as well as write to their parents. It is possible that fixed period exclusions of increasing duration may follow. Smoking or vaping offenders presenting in a challenging fashion (flagrancy, repetitiveness) may be placed on a Final Warning.

- Selling or distributing smoking / vaping paraphernalia / tobacco products to junior pupils, or actively encouraging others to possess or consume cigarettes or e-cigarettes, will result in a pupil being

referred directly to the Sub-Warden, who will coordinate the investigation of the matter and write to the pupil's parents. The sanction will ordinarily be a fixed period exclusion, and the pupil may be placed on a Final Warning.

Support for Pupils

Help for pupils with a genuine smoking addiction or problem includes:

- Smoking cessation support from the School Doctor and Nurses in the Health Centre;
- Personal support from HMs, Assistant HMs and Tutors, Matrons as appropriate;
- Confidential counselling to assist pupils where this is needed; and
- Smoking awareness education in the Wellbeing curriculum.

Communication with Parents

HMs will inform parents if their son or daughter is known or found to have been smoking or vaping at School or has been known or found to have been in possession of smoking or vaping paraphernalia. The HM will seek the support of parents in discouraging such behaviours. If a pupil is referred directly to the Deputy Head Pastoral, the Deputy Head Pastoral will write to the pupil's parents.

Whether or not a pupil is sanctioned in accordance with this policy, the Warden retains his/her discretion under the Standard Terms and Conditions, which include the right permanently to exclude a pupil if they are reasonably satisfied that the pupil's conduct (whether on or off School premises, in or out of term time) has been prejudicial to good order or School discipline or to the reputation of the School. The School will follow its Pupil Behaviour Policy where applicable.