



CORE Creative Education CIC

CCE012 Smoking and Vaping Policy

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1 Smoking *and Vaping* Policy

Purpose and scope

- 1.1 The Employer has a duty to ensure, as far as reasonably practicable, the health, safety and welfare of its employees at work.
- 1.2 Smoking tobacco has a detrimental effect on the smoker's health and may also affect others because of passive smoking. Smoking may also have a detrimental effect on the Employer's business because of associated absences due to ill health.
- 1.3 ~~Whilst the use of e-cigarettes, personal vaporizers and electronic nicotine delivery systems (referred to in this policy as e-cigarettes) currently falls outside the scope of smoke-free legislation, the long-term health effects of the use of these devices are unknown.~~ *Whilst vaping is generally recognised as less harmful than smoking tobacco for adult smokers, it is not risk-free and is not recommended for children and young people. CoRE recognises the increasing prevalence of vaping amongst young people and the associated health, safeguarding and behavioural concerns.* The vapour from e-cigarettes may be a source of irritation for some employees and may represent a health risk through passive consumption (as with passive smoking). As they are battery-operated, e-cigarettes may also pose a safety risk.
- 1.4 The Employer has therefore decided that the use of e-cigarettes will be covered by this policy, as set out below.
- 1.5 This policy has been developed in consultation with employees and their representatives and aims to help provide a healthy, safe and comfortable working environment for all staff.

2 Policy

2.1 Smoking tobacco, vaping, or the use of any nicotine-containing product by students is not permitted at CoRE. As all students attending CoRE are below the legal age for the purchase of tobacco and vaping products, staff will not facilitate or supervise smoking or vaping breaks for students.

Staff who smoke or vape may only do so in designated smoking areas and only after all students have finished for the day and have left the site. Staff must not smoke or vape in the presence of students, during educational activities, or in areas visible to students.

2.2 This policy applies to all employees, agency staff, Students, contractors, consultants and any other individual working for, at or on behalf of the Employer. *The Employer also expects its visitors to abide by this policy.*



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2.3 Procedure

- 2.3.1 An employee found smoking *or using e-cigarettes* on the Employer's premises will be committing a serious offence and will be subject to disciplinary action. In such a case the Employer will follow its disciplinary and dismissal procedure. *Smoking tobacco in any smoke-free area of company premises is also a criminal offence, for which you may be liable on summary conviction to pay a fine.*
- 2.3.2 *Any concerns regarding illegal substances, THC-containing vapes, suspected spiking, sharing of nicotine products, or the supply of vaping products to children will be managed in accordance with CoRE's Safeguarding and Behaviour Policies.*
- 2.3.3 Employees have the right to report breaches of this policy to Management. Any such reports will be treated in confidence where possible and any employee making such a report will not suffer any detriment because of such a report.
- 2.3.4 Managers are responsible for ensuring that the policy is adhered to by all members of staff.
- 2.3.5 Any employee who needs assistance to adapt to the smoking policy is encouraged to come forward and ask for assistance.

Signed: *Alasdair Green* (**Education manager**)

Name: Alasdair Green

Date 22/7/2026

This policy will be reviewed annually, or as and when there are any changes in the law or procedure