TAUNTON HERITAGE TRUST
Smoke free/No smoking and Vaping Policy

H&S5

1. Purpose

This policy has been developed to protect all Staff, Volunteers, Trustees, Residents, service users, customers 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. There is also evidence that vaping (electronic nicotine delivery systems) comes with its own risks.

NOTE ALL REFERENCES TO SMOKING IN THIS POLICY INCLUDE VAPING

2. Policy

It is the policy of the Taunton Heritage Trust that our workplaces and communal areas are smoke free, and our Staff, Volunteers and Trustees have a right to work in a smoke free environment.

Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace, including laundries, the guest rooms, community rooms, communal corridors, entrances and exits, stairways and the Trust's offices. This policy applies to all Staff, Residents, Trustees, Volunteers and all other stakeholders.

Phased out smoking

New Residents who occupy an almshouse from August 2024 will not be permitted to smoke in their flats. This information will be communicated in writing, at application, and with the Letter of Appointment to the new Resident. Non-compliance will result in further action.

Residents who smoke – and were appointed pre 2024

Residents are permitted to smoke in their flats but are asked to be considerate at all times and mindful of the impact on others. Residents are asked to ensure that their flats are frequently aired to disperse any smoke. It is especially important that those who smoke in their own flat do so responsibly and are aware of the risk of falling asleep or getting too close to curtains while smoking. As Residents become frail Staff should be aware of the risk posed by those who smoke and changes may be required from the Resident, and support from their Next of Kin.

There are times when Staff members, during their working duties, enter the flat of a Resident who is a smoker. Workers who work in people's homes are not directly covered by smoke free legislation, however it is not unreasonable for Trust personnel to ask Residents to ensure they do not smoke during a visit, and that they ventilate the space for example by opening a window. Should a member of Staff have any concerns regarding entering a smoky environment, they must speak to the Chief Officer in the hope that an agreement can be reached between the Resident and the Trust on an environment that is acceptable both to the member of Staff and the Resident. If an acceptable agreement cannot be found, the Chief Officer will involve the Chair. A member of Staff has the right to not enter a smoky environment.

Smokers are responsible for the disposal of all cigarette and vaping litter.

3. Implementation

Overall responsibility for policy implementation and review rests with the Chief Officer, however, all Staff and Residents are obliged to adhere to, and support the implementation of the policy. The Chief Officer shall inform all existing Staff, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. All new personnel will be made aware of this policy during their induction.

Appropriate 'no-smoking' signs are clearly displayed at the entrances to and within the premises.

The Trust will review if outdoor designated spaces for smoking need to be established, in response to the need of Residents and current law.

4. Non-compliance

Staff:

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.

Residents:

Failure to respect the views of others could be interpreted as anti-social behaviour and result in further action, which could result in a set aside. Failure to comply with the law may result in a fixed penalty fine and possible criminal prosecution.

5. Help to stop smoking

The NHS offers a range of free services to help smokers give up. Visit quitnow.smokefree.nhs.uk

Version Control				
Revised	Version	Author	Changes	Approved & Date
11/2024	0.2	R. Moreton	Addition of phased out smoking.	BOARD Jan 2025

POLICY APPROVED DATE: _____2025_____

NEXT REVIEW DATE: _____2028_____

This policy is reviewed every three years.