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Category: Health and Safety	Date Created: September 1997
Responsibility: Health and Safety Manager	Date Last Reviewed: December 2016
Approval: Director Organisational Development & Human Resources	Version: 16.2

## Rationale

UCOL recognises the dangers to health associated with both active and passive smoking and the right for its staff, students and visitors to be free from the dangers of passive smoking. In New Zealand, around 5,000 people a year die from smoking related illnesses of which 400 of these die through passive smoking. UCOL is committed to lifelong smoke free learning and a smoke free campus reflects UCOL's commitment to provide a positive and healthy learning environment.

## Scope

This is an organisation wide policy.

## Responsibility

All staff, students, contractors and visitors must comply with this policy.

Smoking bans are generally self-monitoring and UCOL aims to take a supportive approach to implementation of this policy with information, quit support and promotion of the positive aspects of smoke free environments.

## Policy Statements

- All UCOL campuses and other teaching sites are smoke free. This means that no person is permitted to smoke on any UCOL Campus or UCOL owned or leased facility and includes:
  - All buildings, including balconies;
  - All outdoor areas on site including UCOL designated car parks;
  - Vehicles owned, leased or used for work purposes by UCOL;
- This smoke free policy applies 7 days a week, 24 hours a day.
- UCOL prohibits the sale, distribution, promotion or marketing of tobacco products, including e-cigarettes, on UCOL premises and will not accept financial or other assistance from the tobacco industry or their affiliated organisations.

## Support

UCOL will encourage staff and students to quit smoking by providing them with information on smoking cessation programmes, and Stop Smoking Resource Packs.

UCOL supports smoke free education to be incorporated into staff induction, student orientation and the health and counselling services provided to students.

UCOL staff and students can also contact Quitline 0800 778 778, a free service which includes after hours support (nominal fee for nicotine patches, gum and lozenges available online).

## **Compliance**

All staff, students, contractors and visitors are expected to support the promotion of the Smoke Free Policy and comply with signage. Where someone is smoking on UCOL premises, staff and students are encouraged to ask the person to stop smoking; and/or speak with a member of the Management Team.

In implementing this policy the primary emphasis will be on education and support.

Staff and students who breach this policy may be referred to the appropriate disciplinary process as per UCOL's procedures.

## **Relevant Legislation**

- Smokefree Environments Act 1990
- Health and Safety at Work Act 2015 on 4 April 2016
- Human Rights Act 1993
- Medicines Act 1981

## **Related Links**

- <http://smokefree.org.nz/quitting>
- <http://www.quit.org.nz/>
- <http://www.smokefreecontacts.org.nz/>

## **Related Documentation**

- [Health and Safety Policy](#)
- [Positively Smoke free - All Campuses and Sites](#) (hand-out on UCOL's Smoke free Policy and smoking cessation options)
- [Conduct Expected of Employees Policy](#)
- [Student Discipline Statute \(Non Academic\) 2013](#)
- [Disciplinary Procedure](#)