

# WAIKOWHAI INTERMEDIATE SCHOOL SMOKE FREE POLICY

## Purpose

- To comply with the Smoke-free Environments Act 1990
- To provide a totally smoke-free environment at Waikowhai Intermediate School

## Guidelines

- Smoking shall not be permitted anywhere within the buildings or grounds of Waikowhai Intermediate School at any time, nor at any official school activity such as field trips, sport events, camps.
- Organisations or individuals using our school facilities must agree in writing to comply with this policy as a condition of use.
- Contractors and others working within our school property are to be advised of our school's "Smoke-free Policy" and that the policy applies to them whilst on the property
- Signs shall be displayed at the entrance to our school premises, in the office foyer, every outer entrance to every building or enclosed area forming part of the premises and any other place or places that our Board of trustees may consider appropriate
- A copy of this policy shall be provided to all applicants for positions at our school at the time of interviews
- Parents of new enrolments are to be advised of our school's "Smoke-free Policy" when enrolling their children. This shall be stated on the enrolment form
- The policy shall be reviewed in consultation with staff or staff representatives periodically and the dates of review recorded as part of the policy
- The policy shall be displayed in the staffroom and the public area of the office foyer and hall
- Complaints with regard to this policy should be made in writing to the principal or delegated staff member

Passed by the Board of Trustees: \_\_\_\_\_

Chairperson: \_\_\_\_\_

Signature: \_\_\_\_\_

Review Date: \_\_\_\_\_