

## Directive

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# Smoking in schools and CES workplaces

## Purpose

This Directive provides instructions for the compliance with relevant tobacco legislation and Catholic Education policy on Catholic Education premises, schools and colleges and in Catholic Education vehicles.

## Reference

- *Tobacco and Other Smoking Products Act 1998 (Qld.)*
- *Tobacco and Other Smoking Products Regulation 2010 (Qld.)*
- *Work Health and Safety Act 2011 (Qld.)*

## Directive

Under the provisions of the *Tobacco and Other Smoking Products Act*, Catholic Education has a total ban on smoking on all Catholic school premises.

The ban extends to a five-metre buffer around the perimeter of schools, including all structures such as bus shelters. The five-metre buffer does not include residential and business premises that share a boundary with the school.

The ban applies to all persons entering Catholic Education premises including all employees, school students, family members, visitors, contractors and employees of any other organisation.

The ban applies at all times – during and after school hours, on weekends and during school holidays.

It applies to all smoking products including electronic cigarettes.

Smoking is also not permitted in any CES workplace or Catholic Education vehicle.

In addition to complying with the law, the ban is consistent with our commitment to provide employees, students and all those visiting Catholic Education premises with a healthier physical environment.

## Consequences

It is the responsibility of Principals to:

- Communicate a Statement of Intent to the school community and employees on a regular basis. This should be accompanied by positive messages about making schools safer environments for students and staff.

- Ensure all new employees are informed at induction of the prohibition of smoking on school premises and in other work-related situations and the requirement that any breaks taken for smoking outside the workplace should be taken in accordance with work meal breaks and rest pauses
- Include information about no smoking on all Catholic Education premises in contractual arrangements with contractors
- Direct a person smoking in a prohibited area to cease doing so
- Manage any breach by staff in line with existing disciplinary procedures
- Manage any breach by contractors in line with existing procedures under contractual arrangements

It is the responsibility of teachers, supervisors of staff, other employees and volunteers to:

- Not smoke in the presence of students on school excursions, camps or other school activities.

## Enquiries

Manager Work Health and Safety

## See also (Related Policies and Guidelines)

Refer:

- Work Health and Safety Policy
- For further information about Queensland's tobacco laws, contact 13GOV (13 74 68)
- Posters, factsheets, and promotional material for Queensland state and non-state schools about the changes to tobacco legislation: <https://publications.qld.gov.au/dataset/smoke-free-schools-resources>