



Directive	
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Smoking in schools and CEDC workplaces

Reflection

"My child, test yourself while you live; see what is bad for you and do not give in to it." Sirach 37:27

Purpose

This Directive provides instructions for compliance with relevant tobacco legislation on Catholic Education – Diocese of Cairns (CEDC) premises, schools and colleges and in CEDC vehicles.

Reference

- Tobacco and Other Smoking Products Act 1998 (Qld.)
- Tobacco and Other Smoking Products Regulation 2021 (Qld.)
- Work Health and Safety Act 2011 (Qld.)

Directive

Under the provisions of the *Tobacco and Other Smoking Products Act*, smoking is banned on all CEDC premises and for five metres beyond their boundaries. This includes school bus stops, school carparks, as well as carparks located on adjacent council land that is intended for school community use.

Smoking is also not permitted in any other CEDC workplace, which includes CEDC vehicles, or private vehicles when being used for work purposes when more than one person is in the vehicle. The ban does not apply to private residences where approved flexible working arrangements are in place.

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 CEDC 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 cigarette and vapes, regardless of whether they contain nicotine or not.

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 healthy physical environment.

Outcomes

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 CEDC 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.

Enquires

Financial and Operating Services, Human Resource Administration, Workplace Health Safety Manager.

Related Directives, Policies and Procedures

- 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>