

Smoke-Free policy

February 2017

Policy Owner

Provost

To whom this policy applies

Staff at all levels, students, third parties e.g. contractors and visitors.

This policy replaces all previous and existing policies dealing with smoking at all Imperial College sites.

Policy Aims

The aims of this policy are to:

- promote the health and wellbeing of Imperial's staff and students by creating and maintaining a healthy environment for the benefit of all staff, students and visitors;
- raise awareness of support available to those who wish to give up smoking; and
- comply with health and safety legislation.

Policy Rationale

As part of Imperial College London's strategy, the health and wellbeing of our community is a top priority in order to maintain a healthy working and educational environment for staff, students and visitors.

It is this commitment that underpins our decision to introduce a new comprehensive Smoke-Free Policy for all of Imperial College's campuses which will come into force on the **1st of August 2017**. This new policy will bring us in line with the Smoke-Free policy already in place within the NHS and has been in force on our hospital campuses for two years, and also in line with recommendations from the National Institute for Health and Clinical Excellence (NICE).

This policy also facilitates the College's compliance with the Health & Safety at Work Act 1974; Management of Health and Safety at Work Regulations 1999; the Health Act 2006 and Smokefree regulations which came into effect in 2007 and 2012.

In addition to compliance, it is recognised that exposure to tobacco smoke either by smoking or passive smoking is the largest single preventable cause of death and disease in the UK. In addition, passive smoking can be uncomfortable for other members of the community, particularly those with pre-existing respiratory conditions. Evidence also shows that smoke-free policies are associated with reductions in the prevalence of smoking and exposure to second-hand smoke, and improvement in smoking behaviour (i.e. fewer cigarettes smoked).

Implementation of this policy depends critically on the support and example of management at all levels and a clear understanding by all staff and students of their responsibilities to ensure a healthy environment for themselves and others.

Policy Statement

1. Smoking is not permitted in University buildings or outside on University campuses or in University vehicles.

- 1.1 In line with its duty of care to staff and students, Imperial is committed to creating and maintaining a healthy environment.
- 1.2 All College campuses and properties will be fully smoke free by **1st August 2017**, with the limited exception of Beit Quad (South Kensington) on Wednesday & Friday evenings during term time when major ticketed events are being held;
- 1.3 The College will comply with all legislative requirements on the control of smoking. The term 'smoking' includes all substances that a person can smoke by whatever method.
- 1.4 Smoking is not permitted:
 - 1.4.1 Inside any building or substantially enclosed spaces, owned or used by College for the conduct of College business
 - 1.4.2 On College land or within 20m of College land
 - 1.4.3 Inside any vehicle owned or operated by College including hired/leased vehicles
 - 1.4.4 Anywhere on medical campuses
 - 1.4.5 On major pedestrian routes, where designated
 - 1.4.6 In all Imperial College Halls of Residence, which are designated no smoking

2. The use of e-cigarettes is not permitted in College buildings

2.1 Whilst e-cigarettes are not regulated through health and tobacco related legislation, the use of e-cigarettes is not permitted in any College buildings.

2.2 The prohibition of using electronic cigarettes wherever smoking is legally prohibited (within buildings) is on the basis that, whilst these products are potentially less harmful than smoking products and potentially useful for those wishing to quit smoking, they also carry other negative effects. The medical evidence of e-cigarettes, particularly in relation to longer term use, is still developing.

3. All staff and student members of the Imperial College community have the right to ask others to comply with this policy, and not to smoke.

3.1 All members of College are asked, and particularly those in a management position, to contribute to the enforcement of this policy, by politely asking anyone they see breaching it to desist.

4. Responsibility for compliance with this policy rests with all College members.

4.1 If you manage or are in charge of any premises or vehicles to which the above laws apply, you have a legal responsibility to make them smoke free.

4.2 **Heads of Departments/Divisions** are additionally responsible for:

- Ensuring that staff, students and visitors are aware of the College Policy, and taking steps to encourage full compliance.
- Taking appropriate disciplinary action if staff or students breach the Policy.
- Asking contractors/visitors to leave College property if they refuse to comply with this policy.
- Ensuring that there is appropriate signage in vehicles owned or operated by their Department/Division.

4.3 The **Director of Estates Facilities** is also responsible for ensuring that appropriate No Smoking signs are posted at entrances to all buildings, and prominently around all campuses.

4.4 **Hall Wardens** are responsible for:

- Ensuring that students in halls of residence are aware of the College Policy, and taking steps to encourage full compliance.
- Taking appropriate disciplinary action if students breach the Policy.

4.5 The **Director of Occupational Health** is responsible for ensuring the provision of accurate and up to date information to staff and students on the services and [support available to those wishing to stop smoking](#).

5. Support for smokers

Imperial College will provide assistance and support to staff and students who wish to stop smoking. For staff and students who would like more information and are considering quitting smoking, a range of support is available through College and the NHS. Please see our Health and Wellbeing web page for further information and assistance:

<http://www.imperial.ac.uk/health-and-wellbeing/physical-health/stop-smoking/>

The NHS has a 'Ways to Quit' website at: <http://smokefree.nhs.uk/>

Additionally, those students on placement with NHS Trusts can also utilise any local Trust arrangements to assist with quitting smoking.

6. Smoke-free locations

All Imperial Campuses and properties will be smoke free. This means that smoking by staff, students and visitors will not be permitted on or within 20 metres of College land.

Campuses and properties include:

- South Kensington
- Medical Campuses
 - Charing Cross
 - Hammersmith
 - St Mary's
 - Chelsea & Westminster
 - Royal Brompton
- Silwood Park
- White City Campus
- Heston, Harlington and other sports facilities

Doc. Ref. : Smoke-Free Policy
Version : 5.0
Date : 17 February 2017
Approved by: College Secretary and Registrar
Review by : tbc