

# Smoking Policy



<b>Approved by</b>	Executive, H&S Committee		
<b>Date Approved</b>	July 2022	<b>Status</b>	Approved
<b>Policy Owner</b>	OHES	<b>Impact assessed</b>	Yes
<b>Version</b>	3	<b>Date of next review</b>	July 2024

<b>Version Number</b>	<b>Purpose/Change</b>	<b>Date</b>
1	Creation of Policy	2003
2	Changes to include smoking exclusions zones and vaping	2017
3	Revision to smoking zones	2022

# SMOKING POLICY

## 1. Policy Statement

- 1.1 The University takes its responsibility towards the health of its students, staff, and visitors very seriously and in 2003 the Board of Governors approved the University's Smoking Policy. These requirements were added to by The Smoking, Health and Social Care (Scotland) Act 2005 and The Prohibition of Smoking in Certain Premises (Scotland) Regulations 2006 which came into force on 26 March 2006, and the more recent policy inclusion of 'vaping' products (these can be defined as battery-operated electronic devices used to deliver inhalable aerosols).
- 1.2 Smoking in wholly or substantially confined spaces including work vehicles is illegal and can result in fixed penalties, fines, and prosecution for both the smoker and the University. Therefore, breaches of the Smoking Policy will also be treated very seriously.

## 2. Aims / Objectives

- To ensure compliance with all relevant legislation.
- To reduce ill health and exposure to second-hand smoke.
- To provide assistance to those who wish to stop smoking.
- To reduce fire risk and false activations of fire alarm systems.
- To enhance cleanliness around university buildings.

## 3. Responsibilities

- 3.1 The Vice-Principal (Corporate Services) will ensure that appropriate policies, procedures, and audit protocols are in place and reviewed from time to time.

- 3.2 Deans of School / Department or other operational divisions will ensure that these policies and procedures are implemented, adhered to and enforced on a sustainable basis in their area of operational responsibility.
- 3.3 The Head of Occupational Health and Environmental Safety will ensure that audits and fire safety risk assessments are carried out periodically to ensure the effectiveness of control measures.
- 3.4 Staff, students and visitors are to observe the requirements of this policy and comply with any reasonable requests from staff pursuant to the arrangements below.

#### **4. Arrangements**

- 4.1 Staff, students, and visitors are advised that tobacco smoking is only permitted within designated smoking shelters. Vaping is only permitted outwith the vaping exclusion zones, which restrict vaping within 15 metres of any building.
- 4.2 Smoking and vaping are also not permitted within any University building, vehicle, workshop, storage facility or garage.
- 4.3 Alleged breaches of the University's Smoking Policy may be recorded using the Smoking Complaint Form and, where confirmed, persistent breaches may be addressed via the Disciplinary Policy and Student Misconduct Procedure arrangements as appropriate.

#### **5. Assistance**

- 5.1 Guidance on stopping smoking can be found on the [NHS Scotland website](#).

#### **6. Review**

- 6.1 This policy will be reviewed every two years or as required.



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