

West Maldon Community Centre

Smoking and Vaping Policy



This document was created on 10 May 2019 and is based (with their permission) upon the current Maldon District Council policy document located here (as of May 2019): <https://democracy.maldon.gov.uk/documents/s3505/Appendix%204.pdf>

Introduction

The West Maldon Community Association (WMCA) Committee (hereafter referred to as The Committee) recognises that the health, safety and welfare of employees, sub-contractors, hirers, visitors and anyone else who is in the Community Centre are of prime importance. The Committee has therefore developed this smoking policy, conforming to the requirements of the smoke-free legislation.

Benefits of a smoke free organisation for the employees and visitors:

- A tobacco-free environment helps create a safer, healthier workplace
- Workers and visitors who are bothered by smoke will not be exposed to it whilst at the centre
- Tobacco users who want to quit may have more of a reason to do so
- Those who use tobacco may appreciate a clear company policy about tobacco use at work

Who does this policy apply to?

This policy applies to all employees, volunteers, and committee members of the WMCA as well as agency workers who undertake activities on behalf of the Committee and all visitors to the centre.

Failure of an employee to comply with this mandatory policy may result in disciplinary action being taken against that employee.

New employees will be told about this policy.

Prohibition on smoking

Smoking is prohibited within the West Maldon Community Centre building. Employees, visitors and agency workers may smoke only outside of the building.

A receptacle for smokers to dispose of cigarette butts and other smoking waste is provided outside of the main door. Cigarette butts must not be disposed of on the floor, drains etc.

Electronic Cigarettes / Vaping

The Committee acknowledges that some employees may wish to make use of electronic cigarettes ("e-cigarettes") in the workplace, particularly as an aid to giving up smoking. E-cigarettes are battery-powered products that release a visible vapour that may contain liquid nicotine that is inhaled by the user.

Although they fall outside the scope of smoke-free legislation, the Committee prohibits the use of e-cigarettes within the Centre. The Committee's rationale for a ban on e-cigarettes is that:

- Although they do not produce smoke, e-cigarettes produce a vapour that could provide an annoyance or health risk to other employees and visitors
- Some e-cigarette models can, particularly from a distance, look like real cigarettes, making a smoking ban difficult to police, and creating an impression for visitors, customers and other employees that it is acceptable to smoke

Signage

The Centre displays signs that make it clear that smoking and vaping is prohibited on its premises.