**Policy**

At Monkey Puzzle we are committed to promoting children’s health and well-being. We recognise the health risk that second & third hand smoke poses to non-smokers especially children. We understand that infants and young children are at greater risk for exposure to second & third hand smoke than adults due to passive smoking and activities such as crawling and putting non-food items in their mouths. This is of the upmost importance for the nursery therefore in accordance with legislation, the nursery operates a strict no smoking policy within its buildings and grounds. It is illegal to smoke in enclosed places.

This policy also applies to the use of electronic cigarettes and vapes.

**Procedure**

We take all necessary precautions steps to protect children by adhering to the following:

* All persons must abstain from smoking while on the premises. This applies to staff, students, parents, carers, contractors and any other visitors to the premises.
* Staff accompanying children outside the nursery, are not permitted to smoke. We also request that parents accompanying nursery children on outings refrain from smoking while caring for the children.
* Staff who smoke do not do so during working hours, unless on a break and off the premises
* Staff who do smoke must make every effort to reduce the effect of the odour and lingering effects of passive smoking (including breath & body parts, hand washing being a critical factor)
* Staff must not wear uniform or any item of clothing that is likely to come into contact with children after smoking.
* Management will ensure that a no-smoking sign is displayed on the premises at all times.
* Staff which who use their own cars on Company business shall prohibit smoking for passengers whilst carrying out Company business.

Monkey Puzzle recognise that to protect children from the dangers of second-hand smoke, it’s illegal to smoke in cars and other vehicles with someone under 18 present. Any concerns relating to this matter must be reported to the Designated safeguarding lead.

**Linked Policies**

Safeguarding & Child Protection Policy

Health & Safety Policy