

Lalor Secondary College  
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# LALOR SECONDARY COLLEGE

## Anti-Smoking Policy

2018-2021

### **AIMS**

To ensure there is no smoking on school premises or during school activities.

To ensure students understand the risks and harms of smoking.

## RATIONALE

The uptake of smoking occurs predominantly among adolescents. Lalor Secondary College has established procedures to discourage the practice of smoking.

Smoking is not permitted in many areas within the broader community. Due to Duty of Care and Occupational, Health and Safety (OH&S), the Department of Education and Training (DET) has a no smoking policy on school property (buildings and grounds) and at any school related activity or function. Lalor Secondary College recognises and is concerned for student and staff wellbeing in relation to the dangers of smoking and passive smoking. The smoke free policy will be made freely available and regularly communicated to all staff and students. All student incidences of smoking will be recorded and students will be referred for education regarding smoking.

## GUIDING PRINCIPLES

On 1 July 2009 the Minister for Education exercised the power under the *Education and Training Reform Act 2006* to prohibit smoking in all government schools.

The smoking ban applies to:

- anyone present on school premises during and after school hours including students, teachers, contractors, parents/guardians or the wider community, such as sporting groups.
- all activities that take place on school premises including pre-schools, kindergartens, outside school hours care, cultural, sporting or recreational activities and school fetes.

In addition: - The Occupational Health and Safety Act 1985, requires employers to provide a safe work place, as far as practicable, without risks to health. Failure to comply with the Act is an offence.

## DEFINITION

Smoking in this document refers to the inhalation of tobacco products and any other associated substance using any device including but not limited to E and vapour cigarette products.

## RESPONSIBILITIES

### **Teachers / staff members will:**

Provide information and education to students in regards to tobacco and nicotine within relevant curriculum structure and Wellbeing Programs.

Ensure incidents of smoking are reported to the relevant student manager and recorded on Compass.

Confiscate cigarettes and lighters where reasonable

### **Student Management Teams will:**

Notify parents and where possible invite parents to participate in the education process.

Apply disciplinary consequences as per the Student Code of Behaviour.

If deemed appropriate provide a referral for support and counselling.

### **Students must not:**

Bring smoking materials to school or on school activities and excursions.

Smoke on school grounds.

Smoke while wearing the school uniform.

Smoke while representing the school.

Remain in the company of students smoking

**Students who are in breach of this policy will:**

Hand to the staff member any cigarettes or lighters in their possession

**School Procedures**

The following procedures are to be implemented when a student is found smoking or in the company of smokers, on school premises or at a school sponsored activity:

At first instance:

Reported to the relevant Student Manager.

- The incident is placed on Compass as a smoking incident.
- Two detentions and parents informed by email (Appendix A) and SMS via Compass.
- Quit information supplied to student from ; - <http://www.quit.org.au/>

At second instance:

- Reported to the relevant Sub-School Leader.
- Suspension and parent meeting arranged

Subsequent instances:

Suspension increased.

- Exclusion from area where the smoking behaviour has occurred
- Further parent consultation

**Parents & Visitors will:**

Comply with the school no smoking policy and refrain from smoking while on school property or within four metres of the school entrances.

Will support and work with the school to find a positive outcome when their child is found to have breached the policy.

**Staff will:**

Comply with the school no smoking policy and refrain from smoking while on school property or within four metres of the school entrances.

**Related Documents.**

*Education and Training Reform Act 2006*

*Lalor Secondary College Student Code of Behaviour*

*Lalor Secondary College Student Engagement policy*

*Compass Email to parents – Appendix A*

*Parent Letter – Appendix B - This letter is signed by the relevant AP for the year level.*

## Appendix A – Compass Email to Parents

### Lalor Secondary College - Smoking Incident

Phone: 9463 7300

Issuing Date: {entryCreatedDate}

Student Name: {studentFirstName} {studentLastName}

Homegroup: {studentFormGroup}

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Dear {parentName}

Today your child {studentFirstName} {studentLastName} was found smoking at/on the way to and/or from school/whilst wearing the school uniform whilst representing the school.

This is a most serious matter. All Government Schools are now "smoke free zones" as required by health regulations. Your child's behaviour is in breach of the Lalor Secondary College Anti-Smoking Policy (as outlined in the Code of Behaviour).

As a result, your child has been given two detentions and has a record as a smoker. This means any further breaches of the policy this year will lead to more serious consequences as listed in the Anti-Smoking Policy.

Please discuss this incident with {studentName} and if you require any further information contact me on 9463 7300.

Yours faithfully,

{staffName}

## Appendix B

Dear .....

Today your child ..... of Home Group ..... was found smoking or in the company of smokers at/on the way to and/or from school/whilst wearing the school uniform/whilst representing the school.

This is a most serious matter. All Government Schools are "smoke free zones" as required by health regulations. Your child's behaviour is in breach of the Lalor Secondary College Anti-Smoking Policy (as outlined in the Code of Behaviour). As a result, your child has been given two detentions and has a smoking incident recorded on Compass.

Please telephone me at the school to discuss the subsequent implications.

Yours faithfully,

Ms J Ryan  
Assistant Principal

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***Please detach here and return to the Assistant Principal***

Student's Name:.....Home Group.....

I have received your letter informing me of the smoking incident dated.....

Signature of Parent:.....Date:.....