

UC Policy Library

Smoke-free Policy

Category: University Management
Last Modified: February 2008
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Approved By: Chair, Council
Contact Person: Deputy Vice-Chancellor, Extn 6542

Introduction:

During mid-2007, preliminary discussions with staff and student representatives about amending the present Smoke-Free Policy to make the campus entirely smoke-free were held. While that proposal was greeted with enthusiasm by many, there were a number of concerns expressed by some students and staff about the practicality of this given our very large campus. The objective long-term is to achieve an entire smoke-free campus. In the interim, a staged approach will be adopted.

The University community will adopt a coordinated health promotion initiative to be launched in early 2008 which will embrace the following objectives:

- A communication campaign promoting healthy life styles including being smoke-free;
- An extension of the current smoke-free policy to ban smoking for most areas of the campus, except in designated smoking areas (potentially only 2 or 3 for the whole campus);
- A continuation of the total ban on smoking on the Dovedale site;
- Restrained use of signage at main access points to campus;
- Counselling and Group Smoking Cessation classes;
- On-campus availability of nicotine replacement therapy for staff and students with costs subsidised by the University.

Policy Statement:

1. Rationale

The University has adopted a comprehensive smoke-free policy which is based on the following general assumptions:

- 1.1 That all staff, students and visitors are entitled to a smoke-free environment while on our campus;

- 1.2 That leading by example is an important role for an educational institution;
- 1.3 That the University wishes to promote and support healthy lifestyles;
- 1.4 That successful implementation and on-going compliance of the Policy will require everyone to respond in a courteous and responsible manner.

2. Smoke-free Areas

- 2.1 The entire Dovedale site including all buildings and grounds will remain completely smoke-free.
- 2.2 Smoking is not permitted inside any University building including the foyers and entrance ways.
- 2.3 Smoking is not permitted on the steps or approaches of buildings, near windows or near air conditioning units/air intakes.
- 2.4 Smoking is not permitted anywhere in the University grounds except in certain designated smoking areas. The proposed location of these are as follows:
 - 2.4.1 Outside UCSA bar;
 - 2.4.2 Lawn area between Old Maths and Okeover Stream by the pigeon facility;
 - 2.4.3 Lawn area between School of Music and A4-6.
- 2.5 Smoking is not permitted in any vehicle owned or leased by the University.
- 2.6 The sale of tobacco products will be banned on campus including from UCSA outlets.

3. Enforcement

An educational approach will be adopted as befits an academic institution.

- 3.1 Any person who observes activity in breach of the policy should remind the person(s) of the Policy and direct them to a designated smoking area.
- 3.2 In the event of persistent breaches by staff, a complaint may be laid with the relevant HOD/HOS or Service Unit Director.
- 3.3 Instances of continued breaches may be dealt with as a disciplinary matter.
- 3.4 Breaches of the Policy by students will be referred to the University Proctor for follow-up.

Procedure:

4. Policy Information and Review

- 4.1 This Policy will be widely promulgated and incorporated into staff handbooks and will be available on the staff intranet. The policy will be incorporated into staff orientation procedures.
- 4.2 Information about the Policy will be incorporated into student information and enrolment publications.

- 4.3 There will be extensive signage throughout the campus including the location of designated smoking areas.
- 4.4 The Policy will be reviewed initially on an annual basis until two yearly intervals are considered appropriate.

5. Education and Support

Release of this Policy will be preceded by an extensive communication campaign including the rationale for the policy and the support services that will be available to staff and students who wish to quit smoking. The University website will carry the Smoke-Free message.

Related Policies, Procedures and Forms:

- [Discipline Regulations](#)
- [Smoke free Environments Regulations 1999 \(SR 1999/70\) \(as at 03 September 2007\)](#)
- [Smoke-free Environments Regulations 2007 \(SR 2007/39\) \(as at 04 September 2007\)](#)

Appendices:

- Appendix A: Timeline and Activities 2008

Notes:

1. This Policy has been established in accordance with the Smoke-Free Environments Act, 1990 and the 2003 Amendment to the Act.
2. The Deputy Vice-Chancellor will be responsible for dealing with any queries that arise as a result of this Policy.
3. This Policy will be reviewed for 2009.

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Appendix A

Timeline and Activities 2008	
Jan/Feb	Internal consultation with stakeholders (SMT, FM, HR, Health Centre)
20 Feb	Draft Policy Released by DVC
Feb/March	Consultation with staff, unions and students.
31 March	Deadline for Submissions
7 April	Working Party to consider submissions
30 April	Final Policy considered by University Council
May/June	Education campaign
1 July	Policy Adopted at the commencement of Semester 2
July/Dec	Ongoing Education and support