

# Smoking Policy

Smoking and vaping are not permitted anywhere on site at St Eds.

Smoking is only permitted during break time (10.45am-11am) and lunch break (12.30-1pm) off site.

School aged students are only permitted to leave site to smoke if they have been granted consent by parents/guardians.

Post 16 students are permitted to leave site during break and lunchtimes – no written consent needed, unless they have a Safer Working Agreement stating otherwise.

If students are found smoking on site **inside at any time** or **outside during lesson time** they will be issued with an **accountability** card. This will trigger the behaviour process as follows:

- Parents/guardians (and the school of the student if applicable) will be notified that the student has been smoking on a non-smoking site. The student will be sent home for the rest of the day and will need to be collected by parent/guardian or transported home in a taxi – or leave site how they arrived (walk/bike).
- If parent(s) cannot be contacted or if taxis cannot collect the student, the student will remain on site for the rest of the day.
- Parent/guardian and the excluded student will be asked to attend a reflect and restore meeting with the Post-16/Welfare team at St Ed's on the day they are next due to attend.
- The student will not be allowed back into St Eds until they have attended a reflect and restore meeting