**Soroba Young Family Group**

**Smoke-Free Policy**

**Purpose**

This policy has been developed to protect all employees, service users, customers and visitors from exposure to second-hand smoke and to assist compliance with the Smoking, Health and Social Care (Scotland) Act 2005.

Exposure to second-hand smoke, also known as passive smoking, increases the risk of lung cancer, heart disease and other illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

**Policy**

It is the policy of Soroba Young Family Group that all of our workplaces are smoke-free and all employees have a right to work in a some-free environment. The policy shall come into effect on 31 December 2005.

Smoking is prohibited throughout the entire workplace with no exceptions. This includes company vehicles. This policy applies to all employees, consultants, contractors, customers, members and visitors.

There is no designated smoking area within the premises or external space within Soroba Young Family Group play area and entrance path way.

**Implementation**

Overall responsibility for the policy implementation and review rests with Soroba Young Family Group Office Bearers. All staff are obliged to adhere to, and facilitate the implementation of the policy.

The person/s named above shall inform all existing employees, consultants and contractors of the policy and their role in implementation and monitoring of the policy. They’ll also have to give all new personnel a copy of the policy on recruitment/induction.

Appropriate ‘Non Smoking’ signs will be clearly displayed at the entrances to and within the premises.

**Non-compliance**

Local disciplinary procedures should be followed if a member of staff does not comply with the policy. The procedures set out on page 12 of the booklet ‘helping to get your business or organisation ready for the new law on smoking’ should be followed if a customer, visitor or passenger does not comply. Those who do not comply with the smoking law are also liable to a fixed penalty fine and possible criminal prosecution.

**Help to Stop Smoking**

Support for smokers who want to stop will be provided with information form the Lorn Medical Centre, Soroba Road, Oban.

Sources of support are:

Smokeline 0800 848 484

[www.hebs.com/tobacco](http://www.hebs.com/tobacco), the Public Health Department for the NHS Board, or your local GP surgery. Contact details can be found in your local directory