

Smoking on Campus Policy

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1 Introduction and Purpose

- 1.1 DMU aims to promote health and wellbeing lifestyles amongst staff and students. This policy has been written in order to support persons, smokers and non-smokers in maintaining a safe environment to work and study in.
- 1.2 It is the policy of De Montfort University (DMU) to provide a work and study environment which is free from tobacco smoke and electronic cigarette emissions from vaping (see definitions below). Accordingly, smoking is not permitted in any university buildings or in DMU owned and operated vehicles. The weight of scientific evidence indicates that smoking could cause a hazard to the health of not only those who smoke but also to others through passive smoking. Additionally, smoking represents a fire hazard to the university and its occupants. For these reasons the university believes that smoking should be discouraged. The operation of this policy will be kept under periodic review.

2 Scope

This policy concerns smoking on campus and applies to staff, students, visitors, contractors and members of the public.

3 Roles and Responsibilities

- 3.1 The Head of Health and Safety will develop the policy and ensure the policy is placed on the POD intranet for staff and the policy page for students and will review the policy on a regular basis (see 5.1).
- 3.2 The Head of Estates & Facilities will support and assist with policy development.
- 3.3 Staff are encouraged to politely challenge a person found smoking near to a building and fire safety systems.
- 3.4 Estates & Facilities are to be notified of any cigarette mess in order that they can arrange the area to be cleaned accordingly.
- 3.5 Security will monitor activity on campus.
- 3.6 Staff and students are required to comply with this policy and failure to do so may result in disciplinary action being taken.

4 Definitions

Item	Definition
Cigarette	Cigarettes, cigars or pipes, used to smoke tobacco
Electronic Cigarette	Battery powered products that release a vapor
Vaping	The use of an Electronic Cigarette

4.1 Electronic Cigarettes

DMU acknowledges that some individuals may wish to make use of electronic cigarettes (also known as e-cigarettes), particularly as an aid to giving up smoking. Although these devices fall outside of the scope of smoke-free legislation, DMU prohibits their use in the workplace for the following reasons:

- Although electronic cigarettes do not produce smoke, they do produce a vapor that could provide an annoyance or health risk to other employees, students and visitors.
- Some electronic cigarettes can resemble real cigarettes, making a smoking ban difficult to monitor and creating an impression to employees, students and visitors that it is acceptable to smoke on DMU premises.
- The vapor from electronic cigarettes may cause unwanted activation of fire alarm systems.

4.2 Smoking Within and Outside Buildings

4.2.1 Smoking is not permitted in any university building, this includes university buildings that are classed as residences. Smoking is also not permitted within the areas immediately outside of all university buildings and windows where smoke could cause a health hazard or a nuisance to occupants.

4.2.2 Whilst the areas outside of the physical buildings (other than car parks, gardens and Hawthorne Square) constitute public land, nonetheless DMU is a city campus and therefore discourages any smoking within the boundaries of the land contained by the buildings.

4.3 Signage

4.3.1 Signage will be clearly displayed at the entrances to and within university buildings and be compliant with the Smoke-free (Signs) Regulations 2007. Faculties and directorates, with management responsibility for university vehicles, must ensure that no-smoking signs are displayed in a prominent position within each compartment of the vehicle.

4.4 Exceptions

4.4.1 Research and Testing Facilities

Specific research projects may designate certain rooms for smoking if the research or tests are specified in Regulation 9 (2) of The Smoke-free (Exemptions and Vehicles) Regulations 2007. The Health & Safety Office can provide assistance to ensure that any proposed activities comply with the legislation.

4.4.2 Performances

The Smoke-free (Exception and Vehicles) Regulations 2007 states that smoking is permitted during a performance where artistic integrity dictates. This will be subject to a risk assessment (to be completed by the relevant faculty or directorate) and the exemption does not apply to rehearsals.

4.5 Smoking Litter

Smokers are requested to dispose of their used cigarettes and associated smoking materials in the designated smoking bins provided. Failure to dispose of these items in the correct manner may cause a potential fire hazard.

4.6 Assistance for Employees Wishing to Stop Smoking

Assistance to stop smoking is available nationally, as follows:

- Local NHS stop smoking services on telephone: 0800 0224332.
- Local GP practice, pharmacy or hospital.

5 Monitoring and Review

- 5.1 This policy will be reviewed on a three yearly basis by Estates & Facilities and Health & Safety.
- 5.2 A future review may also occur should there be any changes in law or localised DMU e.g. regulatory policy review or an incident such as a fire.
- 5.3 The policy will be available to all staff and it is the responsibility of the department leaders to disseminate information to all employees within their team(s).