

Quality Area 2: Children's Health and Safety

Smoke, Vape, Drug & Alcohol Free Environment



Introduction

Smoking and using e-cigarettes are banned in all enclosed public areas and certain outdoor public areas, under the Smoke-free Environment Act 2000 and the Smoke-free Environment Regulation 2016. These bans protect people from harmful second-hand tobacco smoke. There is no safe level of exposure to second-hand smoke.

All workplaces have a regulatory and legislative duty of care to provide a safe and healthy environment free from smoke, drugs, and alcohol. Children, educators and families will not be exposed to the harmful effects of secondhand smoke while on Education and Care service premises.

Goals – What are we going to do?

Kootingal and District Preschool has adopted a smoke, Vape drug and alcohol-free environment policy to protect all persons who access the service from the effects of environmental tobacco smoke and inappropriate behaviour due to the influence of drugs and/or alcohol. Kootingal and District Preschool does not permit the smoking of any substance in any area of the premises.

Strategies – To achieve our goals

The philosophy of the Education and Care service will guide educator interactions and practices by providing a vision, a purpose and meaningful direction regarding goals for children and families.

Roles and Responsibilities

Role	Authority/Responsibility For
Approved Provider	➤ Ensure that the Education and Care environment is free from the use of tobacco, vapes and e-cigarettes for the children being cared for and educated. ➤ Take precautions to promote the health and well-being of children being cared for at the education and care service by protecting them from exposure to tobacco and other harmful substances in e-cigarettes and vape smoke. ➤ Designate all areas of the education and care service including the building, outdoor areas and the car park as smoke, drug and alcohol-free zones.
Nominated Supervisor	➤ Seek to protect children from passive smoking (including e-cigarettes/vapes) environments during excursions. ➤ Ensure that educators receive an induction to the Education and Care service where they are informed of the policy. ➤ Inform educators who choose to smoke while employed at the Education and Care service that they are only able to leave the premises during allocated break periods. They must inform the Nominated Supervisor or colleagues that they are leaving premises and if smoking, must not be within view of the Education and Care service. They must remove or cover any clothing with the Kootingal & District Preschool logo during this time. At such times, educators must sign in and

	out of the service. When educators return to the service after smoking, they must wash their hands thoroughly and minimize the smell of tobacco on their clothing. ➤ Ensure that during orientation and enrolment visits, families are reminded that the Education and Care service is a smoke-free environment. ➤ Encourage educators and families to dispose of cigarette butts appropriately to ensure the safety of all children. ➤ Ensure there are 'No Smoking' and 'No vaping' signs displayed in all areas of the Education and Care service through the WHS checklists. Ensure universal signage is available to indicate a smoke & vape free zone. ➤ Ensure information is available at enrollment such as in the family handbook, advising families of this policy. ➤ Ensure that no staff member, family member, community member or persons enter onto the service premises if displaying signs of being affected by either drugs or alcohol.
Early Childhood Educators	➤ Read and follow this policy and abide by the Smoke-Free Environment Act 2016 (NSW) which prohibits smoking in childcare facilities and within 10 metres of a pedestrian entrance to a public building. ➤ Only leave the premises during allocated break periods and after informing the Nominated Supervisor or colleagues that they are leaving. At such times, educators must sign in and out of the service. ➤ Refrain from smoking and/or vaping in view of the service. ➤ Wash their hands thoroughly and minimise the smell of tobacco on their clothing when returning to the service after smoking and/or vaping. ➤ Dispose of any cigarette, vapes and e-cigarettes appropriately. ➤ Do not attend work or enter the premises if affected by drugs or alcohol. ➤ Ensure that they are not wearing the preschool uniform whilst smoking/vaping offsite
Families	➤ Read and follow this policy and abide by the Smoke-Free Environment Act 2016 (NSW) which prohibits smoking in childcare facilities and within 10 metres of a pedestrian entrance to a public building. ➤ Dispose of any cigarette butts appropriately. ➤ Do not enter the preschool premises if under the influence of drugs or alcohol.

Monitoring, Review and Evaluation

The education and care service is a smoke, drug and alcohol free environment. Educators and families will not expose other adults and children to the effects of passive smoking. The health benefits of smoke free environments will be promoted.

Management and staff will monitor and review the effectiveness of the Smoke Free Environment Policy regularly. Updated information will be incorporated as needed. Updated information will be incorporated as needed.

This policy will be monitored to ensure compliance with legislative requirements and unless deemed necessary through the identification of practice gaps, the service will review this policy annually.

Families and staff are essential stakeholders in the policy review process and will be given opportunity and encouragement to be actively involved.

In accordance with Regulation 172 of the *Education and Care Services National Regulations*, the service will ensure that families of children enrolled at the service are notified at least 14 days before making any change to a policy or procedure that may have significant impact on the provision of education and care to any child enrolled at the service; a family's ability to utilise the service; the fees charged or the way in which fees are collected.

Links to other policies:

Child Protection

Child Safe Code of Conduct

Enrolment and Orientation

Code of Conduct for staff members

Excursion/Incursion

Related Legislation:

NQS

Quality Area 2	Children's health and safety	
Standard	2.1	Health
Standard	2.2	Safety
Quality Area 3	Physical environment	
Standard	3.1	Design
Element	3.1.2	Upkeep
Quality Area 4	Staffing arrangements	
Standard	4.2	Professionalism

National Regulations

Reg	82	Tobacco, drug and alcohol-free environment
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Sources:

- The NSW Work Health and Safety Act 2011 and the NSW Work Health and Safety Regulation 2011
- Smoke-free Environment Act 2000
- Public Health (Tobacco) Act 2008
- Smoke-free Environment Regulation 2016 (NSW)
- Children (Education and Care Services National Law Application) Act 2010
- Education and Care Services National Regulations
- Guide to the National Quality Framework
- Child Safe Standards
- NSW Health www.health.nsw.gov.au/tobacco/Pages/default.aspx
- Centre for Community Child Health - www.rch.org.au/ccch
- The Cancer Council of NSW www.cancerCouncil.com.au

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