



No Smoking and Vaping Policy

Purpose

Pavilion Pre School (Aigburth) CIO is committed to providing a safe, healthy and smoke-free environment for all children, staff, families and visitors.

We recognise that exposure to tobacco smoke and vaping can pose risks to children's health and wellbeing. Young children are particularly vulnerable to the effects of second-hand smoke and should be protected from exposure.

This policy sets out our expectations regarding smoking, vaping and the use of tobacco or nicotine products on or around the setting's premises.

Policy Statement

Pavilion Pre School (Aigburth) CIO operates a strict no-smoking and no-vaping policy.

Smoking and vaping are not permitted:

- Anywhere inside the setting.
- Anywhere within the setting's grounds or outdoor areas.
- In entrances, doorways or immediately outside the setting.
- In areas where children may be present.
- In any setting vehicle or vehicle being used to transport children.
- During setting activities, outings or trips.
- By staff or volunteers while responsible for or caring for children.
- By parents, carers, visitors, contractors or any other person attending the setting.

The setting will not provide a designated smoking or vaping area.

The EYFS requires providers to ensure that smoking is not permitted on the premises when children are present or about to be present. Practitioners should not vape or use e-cigarettes when children are present.



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Smoking

Smoking includes the use of:

- Cigarettes
- Cigars
- Pipes
- Hand-rolled cigarettes
- Herbal cigarettes
- Heated tobacco products
- Any other product that involves burning or producing tobacco smoke.

Smoking is prohibited throughout the setting and its grounds.

No member of staff may leave children unsupervised in order to smoke.

Staff who smoke must do so away from the setting and outside their working responsibilities. They must ensure that children are not exposed to smoke, including smoke carried on clothing, hands or hair.

Vaping and E-Cigarettes

Vaping and the use of e-cigarettes are not permitted on the setting's premises or grounds.

Staff must not vape while caring for children or during working hours where children are present.

Visitors, parents and carers must not vape on the premises or grounds.

Although the law relating to vaping differs from the law relating to smoking, the setting adopts a no-vaping approach to protect children and maintain a consistent healthy environment. Current legislation also provides powers for vape-free places, while the EYFS specifically states that practitioners should not vape when children are present.

Staff



No Smoking and Vaping Policy

All staff are expected to comply with this policy.

Staff must:

- Not smoke or vape anywhere on the setting's premises or grounds.
- Not smoke or vape while supervising or caring for children.
- Not leave children unattended to smoke or vape.
- Ensure cigarettes, tobacco, vapes, e-cigarettes, lighters and other smoking materials are kept securely away from children.
- Never smoke or vape in a setting vehicle.
- Follow the setting's expectations when attending outings and trips.
- Take appropriate steps to prevent children being exposed to smoke residue or contaminated items.

Smoking breaks must not interfere with staff deployment, ratios, supervision or children's safety.

Persistent failure to follow this policy may be dealt with under the setting's staff disciplinary procedures.

Parents and Carers

Parents and carers are expected to respect the setting's no-smoking and no-vaping requirements.

Smoking or vaping is not permitted:

- When dropping off or collecting children.
- In the setting's grounds.
- Near entrances or exits.
- During meetings, events or activities held by the setting.
- On trips or activities organised by the setting.

Parents and carers are asked not to smoke immediately outside the setting, particularly at collection and drop-off times, as smoke may affect children entering or leaving the building.

Visitors, Contractors and Volunteers

All visitors, volunteers and contractors must comply with this policy.



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Staff may politely remind anyone who is smoking or vaping that the setting is a smoke-free and vape-free environment.

Anyone who refuses to comply may be asked to leave the premises.

Smoking Materials and Safety

Children must never have access to:

- Cigarettes or tobacco.
- Vapes or e-cigarettes.
- Lighters or matches.
- Cigarette papers.
- Tobacco-related products.
- Used cigarette ends or other smoking waste.

Staff will remain vigilant when children are playing outdoors and will report and safely remove any smoking-related waste found on the premises.

Smoking-related items must never be placed where children could access them.

Setting Vehicles

Smoking and vaping are strictly prohibited in any vehicle used to transport children on behalf of the setting.

This applies to staff, volunteers, parents/carers, drivers and any other person travelling in the vehicle.

No smoking or vaping products should be used or stored where they could be accessed by children.

Trips and Outings



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The no-smoking and no-vaping expectations apply during all setting trips, outings and activities.

Staff must ensure that children are not exposed to tobacco smoke or vaping.

Where the setting uses facilities operated by another organisation, staff will take reasonable steps to ensure that children remain in smoke-free and vape-free areas.

Supporting Staff Who Smoke

The setting recognises that stopping smoking can be difficult.

Staff who wish to stop smoking are encouraged to seek appropriate support from their GP, pharmacist or local stop-smoking service.

The setting will support staff who wish to make healthier lifestyle choices wherever reasonably possible.

Breaches of the Policy

Any breach of this policy will be taken seriously.

Where a member of staff breaches the policy, the matter may be addressed through the setting's disciplinary procedures.

Where a parent, carer or visitor breaches the policy, they will be reminded of the requirements and may be asked to leave the premises if they refuse to comply.

Any serious or repeated breach will be referred to the manager or designated person for appropriate action.

Communication

The policy will be made available to staff and parents/carers.

Appropriate No Smoking and No Vaping signs will be displayed around the setting where necessary.

Staff will be made aware of the policy as part of their induction and reminded of the requirements as appropriate.



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Related Policies

This policy should be read alongside:

- Health and Safety Policy
- Safeguarding and Policy
- Staff Code of Conduct
- Outings and Trips Policy
- Risk Assessment Policy
- First Aid Policy
- Staff Handbook

Legislative and Guidance References

This policy has been developed with reference to current legislation and guidance applicable to early years provision in England, including:

- Early Years Foundation Stage (EYFS) Statutory Framework for Group and School-Based Providers – current framework from 1 September 2026.
- Health Act 2006 – smoke-free requirements.
- Tobacco and Vapes Act 2026.
- Smoke-free legislation and workplace requirements.
- Health and Safety at Work etc. Act 1974.
- Relevant Department for Health and Social Care guidance.

This policy was adopted in October 2026

It will be reviewed annually or as and when required.

Last updated: 06.10.26

Signed by Chair of Trustees:

Signed by Operations Manager: