

No Smoking/Vaping Policy

At The Orchard Day Nursery Kingston, we are committed to promoting the health, safety and wellbeing of all children, families, staff and visitors.

We recognise that children are particularly vulnerable to the effects of second-hand smoke and that exposure to tobacco smoke can cause serious harm. We also recognise that the evidence surrounding exposure to vaping aerosols continues to develop and that vaping can expose others to substances that may be harmful.

The nursery therefore operates a strict smoke-free and vape-free environment. Our policy goes beyond the minimum legal requirements where necessary to protect children and promote a healthy environment.

Smoke-Free and Vape-Free Premises

Smoking and vaping are not permitted:

- anywhere inside the nursery building;
- anywhere within the nursery grounds;
- in outdoor play areas;
- at nursery entrances or exits;
- in areas used by children;
- during nursery outings;
- while supervising or caring for children;
- in nursery vehicles;
- during off-site activities where children are present; or
- while representing the nursery in a professional capacity where children may be present.

This applies to:

- employees;
- managers;
- agency staff;
- students;
- volunteers;
- parents and carers;
- contractors;
- visitors;
- maintenance workers; and
- any other person attending the nursery.

The prohibition applies to cigarettes, cigars, pipes, electronic cigarettes/vapes and other tobacco or vaping products.

The nursery may also prohibit the use of heated tobacco products and any similar nicotine or tobacco products.

Smoking and Vaping During Staff Breaks

Staff are not permitted to smoke or vape anywhere on nursery premises.

Staff who choose to smoke or vape during an authorised break must leave the nursery premises and remain away from children.

Staff must:

- not smoke or vape while supervising children;
- not smoke or vape while accompanying children on outings;
- not smoke or vape while wearing nursery uniform;
- not smoke or vape at the nursery entrance;
- not smoke or vape in nursery vehicles;
- dispose of cigarettes safely;
- ensure smoking materials cannot be accessed by children;
- wash their hands thoroughly before returning to work; and
- ensure that smoke, vapour and smoking materials do not come into contact with children.

Staff must follow any additional workplace health and safety arrangements regarding smoking or vaping during breaks.

The nursery recognises that smoking and vaping are personal choices; however, the health and welfare of children takes priority.

Smoke Residue and Third-Hand Smoke

The nursery recognises that harmful substances from tobacco smoke can remain on clothing, skin, hair and other surfaces after smoking.

Staff who smoke must take reasonable steps to minimise children's exposure to smoke residue.

This includes:

- washing hands thoroughly before returning to children;
- ensuring that cigarettes, lighters, vaping devices and tobacco products are not accessible to children;
- avoiding smoking immediately before close-contact care where reasonably practicable;
- ensuring smoking takes place well away from children;
- ensuring outer clothing exposed to smoke is managed appropriately; and
- following any additional individual risk assessment where a child has respiratory, medical or other additional needs.

Smoking and Vaping on Outings

Staff must not smoke or vape while accompanying children on nursery outings.

Parents and carers accompanying children on nursery outings are also expected to comply with the nursery's smoke-free and vape-free expectations.

No child should be exposed to smoking or vaping during a nursery-organised activity.

Where the nursery uses transport, smoking and vaping are prohibited in nursery vehicles and vehicles being used to transport children on behalf of the nursery.

Smoking and Vaping by Parents, Carers and Visitors

Parents, carers and visitors must not smoke or vape on nursery premises.

This includes:

- waiting outside the nursery entrance;
- collection and drop-off areas;
- outdoor areas;
- gardens;
- car parks or other areas forming part of the nursery premises; and
- during nursery events.

Where someone attempts to smoke or vape on the premises, staff will politely ask them to stop and remind them of the nursery policy.

Repeated failure to comply may be managed by the manager and may result in the person being asked to leave the premises.

Where necessary, persistent concerns will be managed in accordance with the nursery's behaviour, complaints or safeguarding procedures.

Storage of Tobacco, Vapes and Related Products

Children must not have access to:

- cigarettes;
- tobacco;
- cigarette lighters;
- matches;
- vaping devices;
- vape liquids;
- nicotine products;
- heated tobacco products; or
- any related accessories.

Staff, parents and visitors must ensure that these items remain securely stored and inaccessible to children.

Where a child brings such an item into the nursery, staff will remove the immediate risk safely and inform the manager.

Parents will be informed where appropriate.

Any substance or product that presents a potential poisoning risk will be managed in accordance with the nursery's Health and Safety and Safeguarding procedures.

Children and Smoking Materials

If a child is found with a cigarette, vape, tobacco product, lighter, match or other smoking-related item, staff will:

1. Remove the immediate risk safely.
2. Inform the room leader or manager.
3. Establish, where appropriate, how the child obtained the item.
4. Record the incident.
5. Inform the parents/carers where appropriate.
6. Consider whether there are any safeguarding or environmental concerns.
7. Review whether any additional preventative action is required.

Staff will not shame or punish children for finding or handling smoking-related items.

Age-appropriate conversations may be used to help children understand that cigarettes, vapes, tobacco and nicotine products are not safe for children.

Safeguarding

Smoking and vaping may form part of a wider safeguarding concern where:

- a child has regular access to cigarettes, vapes or nicotine products;
- smoking materials are repeatedly left within a child's reach;
- a child reports being exposed to smoking in circumstances that cause concern;
- a child appears to have access to nicotine products;
- smoking or vaping is taking place in a vehicle while children are present; or
- there are concerns about neglect or unsafe home circumstances.

Staff will follow the nursery's Safeguarding and Child Protection Policy where concerns arise. The nursery will not make assumptions about a family but will consider whether information indicates that a child may be at risk of harm.

Children with Additional Health Needs

Some children may be particularly vulnerable to exposure to smoke or vaping emissions, including children with respiratory conditions or other medical needs.

Where relevant, the nursery will:

- work with parents to understand the child's individual needs;
- follow relevant healthcare plans;
- consider individual risk assessments;
- ensure children are not exposed to smoking or vaping;
- communicate relevant concerns to parents; and
- seek professional advice where necessary.

Staff as Positive Role Models

Staff are important role models for children.

Staff will promote healthy lifestyle choices through everyday practice and will not smoke or vape in front of children.

Staff will support the nursery's approach to:

- healthy lifestyles;

- physical activity;
- fresh air;
- healthy eating;
- oral health;
- emotional wellbeing; and
- personal safety.

The nursery recognises that children learn through observing the adults around them and will therefore ensure that staff behaviour reflects the healthy messages promoted to children.

Supporting Parents and Staff to Stop Smoking

The nursery respects that smoking is a personal choice and will not discriminate against staff or families because they smoke.

However, we will promote available support for those who wish to stop smoking.

Where appropriate, we may provide:

- NHS information;
- stop-smoking resources;
- information about local stop-smoking services;
- relevant health information;
- signposting to appropriate professional support; and
- information about available evidence-based cessation support.

Parents and staff can access information through the NHS's stop-smoking service.

[NHS Better Health – Quit Smoking](#)

The nursery will not provide or recommend nicotine replacement products or medication. Individuals should obtain appropriate advice from a pharmacist, GP or qualified stop-smoking service.

Premises and Signage

The nursery will display appropriate No Smoking/No Vaping signage where required or considered necessary.

The manager will ensure that:

- signage remains visible;
- visitors are made aware of the policy;
- contractors are informed where appropriate;
- staff understand their responsibilities; and
- the policy is communicated to parents and carers.

The nursery will review signage and arrangements if legislation changes.

Events and Special Occasions

The smoke-free and vape-free policy applies during all nursery events, including:

- parents' evenings;
- parties;
- celebrations;

- fundraising events;
- open days;
- stay-and-play sessions;
- outdoor events; and
- activities involving parents, carers or visitors.

No smoking or vaping will be permitted while on nursery premises.

Contractors and Visitors

Contractors and visitors must comply with the nursery's smoke-free and vape-free requirements.

Where contractors are working on the premises, they will be expected to:

- comply with the policy;
- avoid smoking or vaping on site;
- ensure smoking materials are not left behind;
- prevent children from accessing hazardous items; and
- follow the nursery's health and safety arrangements.

Any breach will be reported to the manager.

Monitoring and Enforcement

Management will monitor compliance with this policy.

Where a member of staff breaches the policy, this may be addressed through:

- informal discussion;
- supervision;
- additional guidance;
- management action; or
- the nursery's disciplinary procedure where appropriate.

Where a parent, visitor or contractor breaches the policy, management will address the matter appropriately and may require the person to leave the premises.

Any repeated or serious breach that creates a safeguarding or health and safety risk will be escalated appropriately.

Legal and Regulatory Framework

The nursery recognises that smoking is prohibited by law in enclosed workplaces and other specified enclosed or substantially enclosed premises.

The law does not currently prohibit vaping in the same way as smoking; however, the nursery has chosen to operate a strict vape-free policy as part of its commitment to protecting children's health and wellbeing. Employers and organisations can establish their own rules regarding vaping on their premises.

The government consulted in 2026 on proposals to extend smoke-free restrictions to certain outdoor settings, including outdoor areas of education and early years settings, and to

introduce further vape-free restrictions. The nursery will monitor any changes to legislation and update this policy when necessary.

EYFS and Ofsted

The nursery recognises that protecting children's health, safety and welfare is a fundamental requirement of the EYFS.

Our policy supports the nursery's responsibility to provide a safe environment and to promote children's health and wellbeing.

Ofsted's current inspection approach considers how effectively settings meet statutory requirements and how leaders ensure that children's welfare and safety are prioritised in practice.

The nursery will therefore ensure that this policy is embedded in everyday practice rather than simply being a written procedure.

Staff should be able to explain:

- where smoking and vaping are prohibited;
- what they should do if someone breaches the policy;
- how children are protected from smoking materials;
- how they minimise children's exposure to smoke;
- how safeguarding concerns are dealt with; and
- where families can access support to stop smoking.

We respect that smoking/vaping is a personal choice, although as an organisation we support healthy lifestyles. We follow UK Health Security Agency advice and aim to help staff and parents to stop smoking/vaping by:

- Providing factsheets and leaflets
- Providing information of local help groups
- Providing details of the NHS quit smoking helpline
<https://www.nhs.uk/better-health/quit-smoking/>
- Offering information regarding products that are available to help stop smoking.

This policy was adopted on	Signed on behalf of the nursery	Date for review
11/08/2026	F.Joyce	December 2026