



WINDLESHAM CLUB & THEATRE
Kennel Lane, Windlesham, Surrey, GU20 6AA

SMOKE-FREE POLICY

Purpose

This policy has been developed to protect employees, members, customers and visitors from exposure to secondhand smoke and to assist compliance with the Health Act 2006. Exposure to secondhand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not stop potentially dangerous exposure.

Policy

It is the policy of the Windlesham Club and Theatre that all our workplaces are smoke-free and all those working for or on behalf of the Windlesham Club and Theatre have a right to work in a smoke-free environment. The policy is effective from 1st July 2007. Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace, except as permitted by the Health Act 2006. This policy applies to all employees, members, guests, hirers, consultants, contractors, customers and visitors.

Implementation

Overall responsibility for policy implementation and review rests with the Management Committee. However, all staff are obliged to adhere to and support the implementation of the policy. The Management Committee will inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. It will also arrange for this policy to be published on its website www.windleshamclub.org.uk. Appropriate 'no-smoking' signs will be clearly displayed at the entrances to and within the premises.

Non-compliance

Local disciplinary procedures will be followed if a member of staff or a member of the Windlesham Club and Theatre does not comply with this policy. In addition all persons who do not comply with the smoke-free law may be liable to a fixed penalty fine and possible criminal prosecution by relevant authorities.

Help to stop smoking

The NHS offers a range of free services to help smokers give up. Call the NHS Smoking Helpline on 0800 169 0 169 or visit www.gosmokefree.co.uk for details.

Signed:

Date:

Chairman, Management Committee
(On behalf of the Windlesham Club and Theatre)