

## Smoking Policy

### Document Control

Action	Person	Date
Formatting update	Nicole Pingon	12/06/2018

Shopfront is obliged under the NSW Occupational Health & Safety Act 2000 to provide systems of work that are safe and without risks to health and to ensure the health and safety of visitors to the workplace.

Under the NSW Smoke Free Environment Act 2000, Shopfront must not allow smoking in an enclosed public space which it has control over. This applies to business premises, community centres, eating areas or vehicles carrying members of the public.

It has been decided that, in the best interests of health and safety, no smoking is allowed on Shopfront premises.

### Smoking Outdoors

Staff and anyone at the Shopfront premises can smoke outdoors, off the premises (if it is allowed where they are), but not:

- if it is inappropriate for the activity or service taking place
- anywhere where it might cause discomfort to someone else
- in a vehicle carrying members of the public

While we accept that a person over 16 who possesses and smokes tobacco is not committing an offence in NSW, we do not encourage smoking and make all efforts to prevent children from inhaling passive smoke.

There are no laws requiring youth services to:

- stop under 18s from smoking outside
- tell parents that under 18s are smoking
- get parents' consent for under 18s to smoke
- report under 18s who smoke, as they are not committing an offence.

### At Shopfront Events

If a Shopfront representative who is in charge of premises or a section of premises becomes aware that a person is smoking in a smoke free area they are legally obliged to ask them to leave the area. If they refuse Shopfront representatives can ask them to leave the Shopfront activity.

Shopfront may designate areas suitable for smoking, depending on the event being held and the participants attending, however the area must not be an enclosed public space under the definition of the Smoke-free Environment Act.

Participants at Shopfront events are to be informed of this policy and smoking areas are to be clearly defined.

### Professional behaviour at work and at events

Staff who smoke should always be professional, while also being honest and genuine, in their interactions with young people in relation to smoking.

### Possession of cigarettes

Young people (of any age), staff and others can have cigarettes with them (eg. in their pocket or bag) while they are at Shopfront or participating in Shopfront activities.

### Providing cigarettes to young people

Staff must not buy cigarettes for, sell cigarettes to, or give cigarettes to young people under 18 (an offence under the NSW *Public Health Act 1991*). Staff must not buy, sell or give a cigarette to a young person aged 18 to 25 years. In this instance a young person does not include persons aged 18 to 25 years who are also staff members, Board members or youth and welfare workers.