# MAKING YOUR SCHOOL SMOKEFREE







# ABOUT

#### ASH WALES - WHO?

We are the leading organisation working for a smokefree Wales through tobacco control. We raise awareness of the health, social and economic effects of smoking by delivering projects and campaigning with communities, young people and partners across Wales.

We run two projects which help people across Wales to quit smoking:

- Smokefree Me is aimed at helping those aged 25+
- The Filter Wales is aimed at helping young people

In 2013, we launched a campaign for smokefree playgrounds, influencing all 22 councils in Wales to introduce a blanket voluntary smoking bans in areas where children play. We're currently working alongside communities and local authorities to develop smokefree beaches and universities.

OUR NEXT STOP? SMOKEFREE SCHOOL GATES!

We want smokefree schools gates all across Wales. This will be monitored by a map and when the majority of schools has smokefree school gates, that area will turn green.

Wrexham, Ceredigion, Pembrokeshire, Swansea, Newport, Gwynedd and the Isle of Anglesey are filled with smokefree school gates - will your school be the next to join them?

#### WHAT ARE SMOKEFREE SCHOOL GATES?

School gates are a part of the school which are usually overlooked within the school's smoking policy.

We are encouraging all schools across Wales, both primary and secondary, to adopt or update their current smoking policy.

Many children walk in and out of school through clouds of second-hand smoke created by adults and other school children. This policy should be in place to protect people from second-hand smoke.



# CONTENTS

- Reasons for a Smokefree School
- Updating or creating your Smokefree School policy
- 4. Communication
- 5. Education
- 6. Quit smoking support across Wales

#### Resources

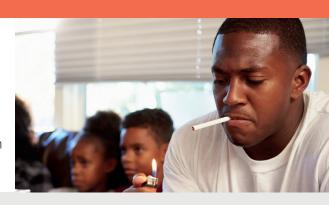
- 7. Template Smokefree School policy
- 11. Examples of signage
- 13. Template letter to send home
- Example lesson plan from Filter the Facts



# REASONS FOR A SMOKEFREE SCHOOL

## CHILDREN EXPOSED TO SMOKING ARE SIGNIFICANTLY MORE LIKELY TO START SMOKING THEMSELVES

Children exposed to smoking from family, friends or teachers are much more likely to start smoking themselves. Children with parents who smoke are 70% more likely to start smoking.





# SMOKING IS A HABIT OF CHILDHOOD A CLASSROOM OF CHILDREN TAKE UP SMOKING EVERY DAY

Two thirds of smokers start before the age of 18. People who start smoking earlier are often the heaviest smokers later in life.

#### II,000 PEOPLE DIE EVERY YEAR IN THE UK DUE TO SOMEONE ELSE'S SMOKING HABIT

Second-hand smoke is especially dangerous for children. It can increase the risk of asthma, glue ear and various lung conditions.





# SET AN EXAMPLE FOR HEALTHY LIVING YOUR SCHOOL IS THE HEART OF THE FAMILY HOME

What the school defines as important to the well-being of staff and pupils, helps shape the community and the family home. Your school plays a vital role in preparing young people for adult life.

# CIGARETTE BUTTS ARE THE MOST LITTERED ITEM IN THE WORLD, FOUND ON 86% OF WALES' STREETS

How many can you find outside your school? Empower your pupils to take environmental action through the Keep Wales Tidy Eco-Schools programme: keepwalestidy.org/eco-schools



# UPDATING OR CREATING YOUR SMOKEFREE SCHOOL POLICY

#### CURRENT LEGISLATION

Smoking is been banned in all indoor public places and in cars that carry children under 18. In addition to this, measures such as the significant reduction in tobacco advertising, regular price increases and raising the age of sale for tobacco products to 18, have changed the perception that tobacco use is an acceptable or a normal thing for young people to do.

Currently, smoking policies relating to school gates, are decided and governed by schools themselves. Smoking on school grounds is likely to become illegal in the next few months, however this will not cover school gates.

#### WHERE DO WE START?

Get the whole school involved! It's important to ensure that pupils, teachers, support staff, parents / guardians and community partners have the opportunity to contribute to the new or updated smoking policy. Decide together what should go into the policy, communication and signage. Raise it at the next PTA or hold a separate focus group involving a selection of pupils.

Having staff and pupils play a significant role in shaping a smokefree school policy means it is far more likely they will fully understand what is expected of them and help to monitor the new policy.

#### WHAT DO WE PUT IN THE POLICY?

Clearly state which areas are smokefree on the school premises. It's up to you on how far past the school gates you wish to take it. Some have gone as far as the first school road crossing patrol area. If you have extra spaces like playing fields, put these into consideration too.

Include what times the policy is to be adhered to, such as after school or half term events, activities or meetings held by the teachers and when the children have been taken off site on school trips. Include sign posting for quit smoking support for teachers, staff, parents, visitors and pupils - more information can be found on page 6.

Irrespective of specific content or actions, it is important to frame your smokefree school gates policy in upbeat terms and emphasise the positive outcomes that the policy aims to deliver. An example policy can be found on page 13.

#### WHAT ABOUT E-CIGARETTES?

This is a tricky one as there are so many views to put into consideration. ASH England have put together a check list on whether or not you should consider including e-cigarettes into your policy. This document can be found here: bit.ly/2cGwzQM

### COMMUNICATION

#### OKAY, WE'VE GOT OUR POLICY, WHAT NEXT?

Make sure everyone knows where to find your policy: put it on your school website, social media channels, notice boards or in the school newsletter if you have one. Hand a policy out to each member of staff and send a letter out to every parent. Involve any school clubs, the school council, mentors or sports teams to actively assist in communicating the policy.

#### Send a letter to parents/guardians that:

- 1) explains the smokefree school policy change;
- 2) provides the health, academic and social reasons for the change;
- 3) asks for support in enforcement

See our template letter on page 13.

#### SIGNAGE AND BRANDING?

For those looking for a quick fix, we offer a design service. Many schools across Wales have used our signage. It is adjustable to your needs and available at your request. For more info please contact communications@ashwales.org.uk or call 029 2048 0621.

Some schools across Wales have had their signs created by school children, which is cost effective and generates better buy-in from the local community, parents, staff and other school children. Why not create a competition? See page 11,12 for examples of signage.





It's important that ASH Wales' Smokefree Wales badge is included, so it is clearly acknowledged and recognised as part of our campaign. This badge was designed to acknowledge the efforts made by local communities, schools and councils who are helping us work towards a Smokefree Wales.

#### HOW SHOULD WE LAUNCH THE POLICY?

An excellent way of raising awareness of a new smokefree school policy is to organise a formal launch event. Organising an event helps to set a clear date for the implementation of the policy and provides an opportunity to involve and inform key community partners, pupils, parents and staff.

#### A launch event could include:

- Speeches from staff, pupils or partners highlighting the reasons why your school has developed a smokefree school policy
- Showcasing tobacco prevention and awareness raising activities and projects that pupils have been involved with. Previous launch events have seen pupils creating songs, poems, raps and art.
- Unveiling the signage!
- Coverage from local newspapers and radio stations in order to raise further awareness of your smokefree school policy. We can assist you with this, just contact communications@ashwales.org.uk or call 029 2048 0621.

# EDUCATION

#### FILTER THE FACTS

We have a wide range of lesson plans available for you to use in our big resource book, Filter the Facts. This book was collaborated by The Filter Wales, teachers from schools across Wales, Public Health Wales and Healthy Schools.

The lesson plans aim to create awareness of, and educate young people around a range of subject areas related to smoking. The lessons are aimed at Key Stage 3 learners but are flexible and easily adaptable for older or younger pupils.



This is available at a reduced rate of £10 (was £40). For a copy of the book please email enquiries@ashwales.org.uk or call 029 2048 0621. An example lesson plan from the book can be found on page 14.

# QUIT SMOKING SUPPORT

#### SIGNPOSTING FOR STAFF/PARENTS/VISITORS

Smokefree Me is a community based programme which shares information, advise and support on how to quit smoking. The website has a live chat service and advisors are also available to chat on Facebook messenger. Smokefreeme.org, Twitter: @smokefreeme\_, Facebook: /smokefreemewales.

Stop Smoking Wales can help staff, parents/carers and any other adults who would like to quit smoking. Free group and one-to-one support may be available for staff and parents/carers through Stop Smoking Wales. Please note: this service should not be seen as a disciplinary action. Stop Smoking Wales can be contacted via 0800 085 2219 or stopsmokingwales.com.

We encourage you to signpost these services in parent/guardian newsletters and on your website etc.

#### FOR YOUNG PEOPLE

The Filter Wales provides a cessation and prevention service for young people, delivering information, advice and support so they can make an informed decision about smoking. If you have a small group of children who are looking to quit we can provide a group intervention service called Commit to Quit.

We also provide stop smoking support via social media to young people who want to quit.

WANT THE FILTER WALES IN YOUR SCHOOL? CONTACT OUR YOUTH TEAM TODAY THEFILTER@ASHWALES.ORG.UK

The Filter can be contacted on Twitter: @TheFilterWales, Facebook: /thefilterwales, Snapchat: +TheFilterWales. For further information and advice please phone: 029 2049 0621.

The Filter's website is a huge resource with fact pages on everything to do with smoking, from e-cigarettes to rollies: thefilterwales.org.



# TEMPLATE SMOKEFREE SCHOOL POLICY

#### SMOKEFREE SCHOOL POLICY

[School Name Here] is committed to providing a safe and healthy environment.

We recognise that pupils, staff and visitors have the right to breathe smokefree air in and around the school. We acknowledge that exposure to second-hand smoke, also known as passive smoking, increases the risk of lung cancer, heart disease and other illnesses. We know that smoking is a habit of childhood and that is why we are committed to creating a smokefree environment and developing pupil's knowledge, attitudes and skills in positive decision making around smoking.

#### AIMS



Protect the right of pupils, staff, parents and visitors to not be exposed to second-hand smoke



Improve the health of pupils, teachers and support staff



Educate young people on the dangers of smoking



Provide encouragement and support to smokers who wish to give up smoking



Reduce smoking litter around the school



Be a healthy role model within the local community

#### OBJECTIVES

- We will provide a smokefree school environment
- We will ensure that tobacco education is part of the school's curriculum of PSHE
- We will adopt and support interventions to prevent the uptake of smoking amongst pupils, staff, parents/guardians and members of the wider school community
- We will promote the The Filter Wales to young people who need support to quit smoking
- We will promote Smokefree Me and Stop Smoking Wales to adults who need support to quit smoking
- We will ensure that all staff promote healthy lifestyles with a positive attitude.
- We will ensure staff have the knowledge and understanding of policies, procedures and agreed practice to support the implementation of the smokefree school policy
- We will involve all staff, governors, pupils, parents/carers the community and other outside agencies as appropriate, in the development of policy and practice in relation to tobacco
- · We will ensure that this policy is applied when children/young people are taken off site

#### RATIONALE

All members of the school community have the right to work and learn in a smokefree environment.

- Exposure to second-hand smoke increases the risk of lung cancer, heart disease and other illnesses.
- Exposure to role models who smoke normalises smoking behaviour, can have a significant negative impact on the smokefree message.
- Smoking remains the largest preventable cause of death and illness in Wales, responsible for over
   5,650 deaths per year. It will kill half of all long term users.
- Two thirds of smokers start before the age of 18,
- 40% start smoking regularly before the age of 16.
- Those who start smoking before the age of 16 are twice as likely to continue to smoke compared to those who begin later in life, they are more likely to be heavier smokers.
- The earlier children become regular smokers, the greater their risk of developing life-threatening conditions, such as lung cancer or heart disease if they continue smoking into adulthood.

A smokefree school provides positive health promotion for children and young people, contributing to the development of children and young people for life after school.

#### PROVIDING A SMOKEFREE ENVIRONMENT (PROCEDURE)

This policy applies to students, staff, parents/carers, members of the public, contractors or others working / using the school premises or vehicles and all vehicles used to transport students.

Smoking is not permitted in any part of the school's premises and grounds including the entrance area to the school (the school gates), on land adjacent to the school building (e.g. car parks, garden areas, walkways, playgrounds, playing fields etc.) or on the school road crossing patrol areas. This policy will apply equally to future premises at the construction stage of any new building and refurbishment or relocation project.

Staff and visitors who smoke will need to do so outside of the school premises. There are no designated smoking areas provided within the school buildings or grounds.

The policy applies to all events / activities held in the school including before and after school sessions, any meetings organised which are attended by school employees as part of their work and/or visitors to such meetings/events.

Suitable posters, displays and signage will be displayed in school areas to create a positive visual message which supports a smokefree environment.

Smoking is not permitted in any school owned/hired/leased vehicles, as well as private vehicles when used for carrying students or staff on school business. Please note: this is a statutory requirement. Schools also have a duty to reinforce the smoking legislation on buses used for pupil transport.

This policy applies when students are taken off site on school excursions/visits /trips. Staff and accompanying helpers will be reminded that smoking is not permitted when on duty / looking after students.

#### SMOKING PREVENTION ACTIVITIES (PROCEDURE)

Students are not permitted to smoke any tobacco products when in uniform or when representing the school in any capacity.

Employees are not permitted to smoke in the view of pupils. Employees who do smoke will be asked to ensure they cannot be seen smoking by students (even if it is off the school grounds).

Tobacco education is part of the school's progressive entitlement curriculum of drug education / PSHE (including the health effects, legal, economic and social aspects of tobacco use) which may be delivered across the curriculum (biology, chemistry, citizenship, geography, mathematics and media studies.)

A range of age appropriate methodologies will be used to deliver tobacco education with the aim to prevent the uptake of smoking. We will refer and contact The Filter Wales when support required. Lesson plans and ideas can be found in the resource "Filter The Facts". Contact us for a copy.

The school supports tobacco education through the transition phase from primary to secondary school through engagement in programmes such as The Filter Wales.

Parents/carers are encouraged and supported to be actively involved in their child's tobacco education through home/school activities etc.

#### RESPONDING TO SMOKING RELATED INCIDENTS

The following procedures will apply when there is non-compliance with the smokefree policy:

#### STAFF

The Schools Disciplinary Procedure will be followed for members of staff who do not comply with the school's smokefree policy. The staff member will be offered support to help them quit smoking.

#### NON-STAFF MEMBERS/SCHOOL VISITORS

Staff are authorised to ask non-employees who breach the policy to adhere to the policy.

#### ASSISTANCE FOR THOSE WHO SMOKE

The Filter Wales provides a cessation and prevention service for young people, delivering information, advice and support so they can make an informed decisions about smoking. They also provide stop smoking support via social media to young people who want to quit.

The Filter can be contacted on Twitter: @TheFilterWales, Facebook: /thefilterwales, Snapchat: +TheFilterWales. For further information and advice please phone: 029 2049 0621. The Filter's website is a huge resource with fact pages on everything to do with smoking, from e-cigarettes to rollies: thefilterwales.org

Smokefree Me is an online community hub which shares information, advice and support on how to quit smoking. The website has a live chat service and advisors are also available to chat on Facebook messenger. Smokefreeme.org, Twitter: @smokefreeme\_, Facebook: /smokefreemewales.

Stop Smoking Wales can help staff, parents/guardians and any other adults who would like to quit smoking. Free group and one-to-one support may be available for staff and parents/carers through Stop Smoking Wales. Please note: this service should not be seen as a disciplinary action. Stop Smoking Wales can be contacted via 0800 085 2219 or stopsmokingwales.com

The school will promote these services regularly within the school and through parent/guardian newsletters or on the website etc.

#### MONITORING AND EVALUATION

The policy will be reviewed and developed in consultation with the whole school community. It will be widely publicised (staff induction, staff appointment contracts, handbook, website, notice boards, prospectus, promoted) and will be included in contracts for those hiring the use of the school premises.

The policy will be monitored by the Headteacher to ensure compliance and its successful implementation.

The policy will be reviewed every ( ) years and ratified by the Governing Body.

Date of next review:

#### OTHER RELATED POLICES /GUIDANCE

Within the school this policy is linked to/consistent with:

- Drug Education Policy
- PSHE Policy /Healthy and Wellbeing Strategy
- Health and Safety Policy
- Behaviour Policy
- Educational Visits Policy
- · Confidentiality Policy
- Equality /Diversity Policy
- Staff Continuing Professional Development Policy
- Disciplinary Policy

### EXAMPLE SIGNAGE

#### THANKS FOR KEEPING OUR SCHOOL GATES SMOKEFREE



DIOLCH AM GADW EIN GATIAU YSGOL YN DDI-FWG













# TEMPLATE LETTER TO SEND HOME

#### DEAR PARENT/GUARDIAN

On [date] our school will be adopting a new [or updated] smokefree school policy.

This policy prohibits smoking throughout all our school grounds, outside the school gates, on our sports fields [insert other places if relevant] at all times. This policy will apply to all school events and activities before and after school, and will apply even when students are taken off site for school trips/ external events.

Please find attached a copy of our new policy. This policy can also be found on our website [website].

The policy will provide a strong message to students, parents and staff that is consistent with our education programmes and with the fact that smoking remains the largest preventable cause of death and illness in Wales.

Exposure to second-hand smoke increases the risk of lung cancer, heart disease and other illnesses. Exposure to role models who smoke also normalises smoking behaviour, which can have a significant negative impact on the smokefree message.

Two thirds of smokers start before the age of 18, and almost 40% start smoking regularly before the age of 16. The earlier children become regular smokers, the greater their risk of developing lifethreatening conditions, such as lung cancer or heart disease if they continue smoking into adulthood.

A smokefree school provides positive health promotion, contributing to the development of children and young people for life after school.

We are committed to improving the health of all our staff and students, as well as that of other members of our community. We also recognise the important role that teachers, parents and other adults have in influencing the attitudes and smoking behaviour of children and young people.

We seek your support in maintaining [name of school] as a smokefree community.

If you or another family member would like support to stop smoking, please contact Stop Smoking Wales, who offer a free and confidential service in Wales. For more information visit stopsmokingwales.com or phone 0800 085 2219.

If your child is looking for support to stop smoking please tell them to contact The Filter Wales by tweeting @TheFilterWales or sending a Snapchat to +thefilterwales.

Yours sincerely,

# EXAMPLE LESSON PLAN — HEALTH, FITNESS AND WELLBEING

# RESOURCES: STRAWS, WORKSHEET A, CIRCUIT CARDS, STOPWATCHES, TUTOR SHEET

# LESSON OBJECTIVES/SKILLS

# KEY SKILLS:

- Working with others: to work cooperatively to solve problems.
- Developing thinking: form personal opinions and make informed decisions.
- Developing communication skills: contribute to class discussions and take part in debates.
- Developing ICT: find and develop information and ideas.
- To be able to describe 3 effects smoking has on sports performance.
- To be able to accurately measure heart rate and breathing rate.

Literacy: Compare views of the same topic and consider which is more valid; present topics and ideas clearly, respond to listeners' questions and comments constructively and in detail; make a range of contributions to discussions e.g. leading, encouraging and supporting others.

Numeracy: Interpreting data to find answers. Using measuring skills, e.g. time; using data skills to draw conclusions and hypotheses from the results.

PSE: Learners develop an understanding of a wide range of personal and social issues.

# ASSESSMENT — LEARNING OUTCOMES

CAN THE LEARNER DESCRIBE THE EFFECTS THAT SMOKING HAS ON SPORTS PERFORMANCE?

CAN THE LEARNER ACCURATELY MEASURE HEART RATE?

DOES THE LEARNER CONTRIBUTE POSITIVELY USING A RANGE OF STRATEGIES?



TIME (MINUTES)	ACTIVITY SEQUENCE	POINTS TO REMEMBER	ASSESSMENT FOCUS
5 8	Warm-up/Introduction: Share learning outcomes and expectations.  Starter 1: Pair pupils and get them to locate their partner's pulse. Once this is located time for 30 seconds. Once 30 seconds is up get the pupils to double this number and record their resting heart rate on their worksheets. Repeat process for other partner.  Starter 2: Repeat this process but get partners to measure breathing rate. This can be done by watching the chest or putting the hand an inch from the mouth. Again record scores on own sheets.  Warm up activity: 'Stuck in the Mud' – Select appropriate person to be 'it'. NB: Explain the rules of 'Stuck in the Mud' and ensure that all pupils know that as soon as the activity is over they must return to their area and take their own pulse.	Give assistance to any struggling pupils. Use the term 'Resting Heart Rate' (RHR) and explain that this is taken to see how exercise effects your normal RHR. Include stretches half way through. Stress the importance of finding the heart rate and breathing rate quickly.	Q&A Observation
ω ω ω	Activity 1: 6 station circuit. Complete circuits in pairs; 30 seconds on, 30 seconds off. Pupils to then measure HR and breathing rates after each round of circuits and record on worksheet.  Repeat Activity 1 but introduce straws. Give each pupil 4 straws and explain that they must continue the activity but must breathe through the 4 straws.  NB: ANY PUPILS WITH RESPIRATORY PROBLEMS SUCH AS ASTHMA OR WHO YOU FEEL MAY STRUGGLE, MUST NOT BE GIVEN STRAWS AND SHOULD CONTINUE TO EXERCISE AS NORMAL.  Once circuit is over retake HR and breathing rate  Repeat activity using 3 straws to breath. NB: ENSURE PUPILS ARE CHALLENGING THEM-SELVES BUT ARE SAFE AT ALL TIMES.  Repeat the activity for a final time using 1 or 2 straw(s) to breathe. Let pupils choose. Once	Explain each of the 6 exercises prior to start and adapt any for higher/lower ability: teacher to decide appropriate workout stations on the circuit beforehand. Ensure one partner rests and one is working.  Make sure pupils swap who goes first so they both have chance to record their HR straight after activity.  Ensure exercises are appropriate to the activity e.g. none where face might come into contact with any part of the body and risk straws moving.  Change exercises after 2nd circuit so that different muscle groups are used.	Q&A, Observation, Peer feedback
2	Wrap-up  Explanation of what happens when you breathe in smoke: use tutor help sheet on short term effects of smoking to have a class discussion.	Let them discuss, then question.	O&A

#### WORKSHEET A

RESTING HEART RATE:
RESTING BREATHING RATE:
AFTER HEART RATE:
CIRCUIT   BREATHING RATE:
AFTER HEART RATE:
CIRCUIT 2  BREATHING RATE:
AFTER CIRCUIT 3
FINAL BREATHING RATE:

#### Calculate the:

Difference between your resting heart rate and your final heart rate.....BPM

Difference between your resting breathing rate and final breathing rate.....breaths

Give 3 effects that smoking has on sports performance:

1.

2.

3.



#### TUTOR NOTES — HEALTH EFFECTS OF SMOKING AMONG YOUNG PEOPLE

Among young people, the short-term health consequences of smoking include respiratory and non-respiratory effects, addiction to nicotine, and the associated risk of other drug use. Long-term health consequences of youth smoking are reinforced by the fact that most young people who smoke regularly continue to smoke throughout adulthood. Cigarette smokers have a lower level of lung function than those persons who have never smoked. Smoking reduces the rate of lung growth.

In adults, cigarette smoking causes heart disease and stroke. Studies have shown that early signs of these diseases can be found in adolescents who smoke.

Smoking hurts young people's physical fitness in terms of both performance and endurance—even among young people trained in competitive running. On average, someone who smokes a pack or more of cigarettes each day lives 7 years less than someone who never smoked.

The resting heart rates of young adult smokers are two to three beats per minute faster than non smokers.

Smoking at an early age increases the risk of lung cancer. For most smoking-related cancers, the risk rises as the individual continues to smoke.

Teenage smokers suffer from shortness of breath almost three times as often as teens who don't smoke, and produce phlegm more than twice as often as teens who don't smoke.

Teenage smokers are more likely to have seen a doctor or other health professional for an emotional or psychological complaint.

Teens who smoke are three times more likely than non smokers to use alcohol, eight times more likely to use marijuana, and 22 times more likely to use cocaine. Smoking is associated with a host of other risky behaviours, such as fighting and engaging in unprotected sex.

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