

Smoking and Vaping at work.

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Contents

Introduction.....3

Guidelines for Smoking and Vaping3

Support for Quitting4

Version Control.....4

Smoking and Vaping at work

Introduction

At BrisDoc, we are committed to creating a healthy, inclusive, and respectful work environment for all co-owners. Recognising that smoking and vaping are personal choices, we have created this **Smoking and Vaping at Work Policy** to ensure break times are managed fairly and efficiently while maintaining team cohesion and respect for all.

This policy applies to all BrisDoc locations: Osprey Court, Practices, all bases and vehicles. It applies to all co-owners, colleagues on honorary contracts, contractors and self-employed and agency staff.

Fairness for All

Equal Break Entitlements:

All co-owners are entitled to the same amount of paid break time during their shifts, as outlined in their contract. These breaks can be used for personal activities such as eating, personal errands, or smoking/vaping.

No Additional Breaks:

No extra break time is allocated for smoking or vaping. All activities, including smoking or vaping, must be completed within the allocated paid break time.

Break Entitlements

Break time can be used flexibly, but all activities must fit within the total allocated break time.

Splitting Breaks:

If preferred, colleagues may request to split their paid break into two shorter periods. This flexibility can accommodate smoking or vaping, buying or eating food, or other personal errands.

Managerial Discretion:

To ensure workflow and team coverage, break scheduling is subject to the manager's approval. Managers should consider team needs, workflow, and coverage when approving or denying break requests. Managers may limit the number of colleagues from a single team who can take their break at the same time. It would be appropriate for example for a manager to say no more than two colleagues from the same team may take a smoking/vaping break at the same time.

Guidelines for Smoking and Vaping

Proximity to Buildings:

To maintain a clean and safe environment, smoking and vaping are not permitted near any buildings. All NHS building and NHS land outside the buildings are considered smoke free areas, and at Osprey Court, our landlord, Country Estates, prohibits smoking anywhere within Osprey Business Park. Therefore, smoking and vaping breaks should be taken outside property boundaries, for example at Osprey Court that is outside the main gates.

Environmental Responsibility

- **Responsible Waste Disposal:**
Please dispose of cigarette butts and vape waste responsibly. Use designated bins if

Smoking and Vaping at work

available or take waste home to minimise environmental harm. Please do not drop cigarette butts on the floor.

Support for Quitting

BrisDoc endeavours to support all our co-owners to make healthy living choices, and we would like to ensure we are creating a smoke-free environment for all our colleagues and service users.

Smoking is one of the leading preventable causes of health challenges, and we recognise the courage and commitment it takes to quit. If you are a smoker and would like support in quitting, you can find resources in our Wellbeing Hub: <https://www.radar-brisdoc.co.uk/wellbeing-hub/physical-wellness/> and the NHS Stop Smoking Services offer a range of free services. For more information, visit [Quit smoking - Better Health - NHS](#).

Thank you for your cooperation in ensuring that our workplace remains fair, inclusive, and respectful for everyone. If you have any questions about the policy, please do not hesitate to speak with your manager or the People Team.

Version Control

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19/12/2024	1.0	MD	Policy created