

TOBACCO CONTROL POLICY

Best Practice – Quality Area 2

PURPOSE

The educators, staff and management acknowledge the importance of a smoke-free environment that contributes to good health and overall wellbeing.

This policy confirms our commitment to:

- ensure a smoke-free environment for children, families, educators, staff, volunteers and visitors
- encourage educators and staff to build on opportunistic learning moments with children
- provide information to educators, staff and families about the health benefits of not smoking.

As a health promoting service we will provide a smoke-free environment for children, educators, staff and families through learning, policies, creating a safe and healthy physical and social environment and developing community links and partnerships.

POLICY STATEMENT

1. VALUES

The Eureka Community Kindergarten Association Inc. (ECKA) has a moral and legal responsibility to provide a safe and healthy environment for employees, children, parents/guardians, students, volunteers, contractors and visitors. This policy reflects the importance Eureka Community Kindergarten Association Inc. (ECKA) places on the wellbeing of employees, children, parents/guardians, students, volunteers, contractors and visitors, by endeavouring to protect their health, safety and welfare, and integrating this commitment into all of its activities.

2. SCOPE

This policy applies to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of Eureka Community Kindergarten Association Inc. (ECKA), including during offsite excursions and activities.

3. BACKGROUND AND LEGISLATION

Background

The key to tobacco control in the early years is prevention. The most effective means of prevention is providing an early childhood environment that is supportive and protective of all children. Building resilience and developing social and emotional competencies should start early to enhance the potential for children to resist risky behaviours later on.

Whole service engagement

It is recognised that every member of the service impacts on the children's health and can contribute to creating a healthy, smoke free environment. All members of our service, including educators, staff, children, families and volunteers will be supported to meet this policy.

Legislation and standards

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011

National Quality Standard 2013

Child Wellbeing and Safety Act 2005 (Vic) (Part 2: Principles for children)

Occupational Health and Safety Act 2004

4. DEFINITIONS

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the *General Definitions* section of this manual.

Resilience: the ability to bounce back from adversity in order to lead a healthy and fulfilling life.

Social and emotional competence: the ability to recognise and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships and handle challenging situations capably.

5. SOURCES AND RELATED POLICIES

Sources

School Drug Education and Road Aware. Challenges and Choices. Early Childhood Resource for resilience, drug and road safety education. Government of Western Australia, 2005

Zins J E and Elias M J. Social and Emotional Learning in Safe and Sound: *An educational leader's guide to evidence-based social and emotional learning programs*. Developed by the Collaborative for Academic, Social, and Emotional Learning, USA, 2003.

Service policies

- *Curriculum Development*
- *Occupational Health and Safety*
- *Staff Health and Wellbeing*

PROCEDURES

The Approved Provider is responsible for:

Healthy policies

- Educators, staff, families and children are active participants in the development and implementation of the whole service tobacco policy.
- Educators, staff and families are provided with information about policy requirements.

Healthy physical environment

- The service provides a totally smoke-free environment.
- All service sanctioned events (both on and off premises), including excursions, fetes and celebrations are totally smoke-free.
- Compliance with the tobacco legislation is ensured with contract agreements with stakeholders, suppliers, providers of services, and users of service facilities.

Healthy social environment

- Staff who smoke are supported to quit or manage their smoking.
- As role models, educators, staff and families present smoke-free behaviour in line with this policy.
- Service contractors and visitors model smoke-free behaviour and refrain from smoking whilst in view of children.

Learning and skills

- Tobacco education and related health messages are reinforced in opportunistic learning moments.
- Educators are supported to access resources, tools and professional learning to enhance their knowledge and capacity to provide opportunistic learning about tobacco education and prevention initiatives.

Engaging children, educators, staff and families

- Families, children, educators and staff are key partners in developing and supporting smoke-free initiatives.
- Information, ideas and practical strategies are provided to families, educators and staff on a regular basis to promote and support smoke-free behaviour in the service and at home.
- The service engages families in smoke-free initiatives.
- The service engages with families and children from culturally diverse backgrounds to ensure cultural values and expectations about tobacco are considered.

Community partnerships

- The service engages local health professionals, services and other organisations to increase educator and staff capacity to deliver and promote tobacco education and prevention initiatives.
- Information is provided to educators, staff and families about local support to quit smoking as required.
- Partner organisations are required to comply with smoke-free strategies identified in the service's tobacco policy at service events on and off site.

Parents/guardians are responsible for:

- reading and complying with this policy
- reporting any concerns regarding child safety or wellbeing to the Nominated Supervisor
- abiding by the service's *Code of Conduct*

Volunteers and students, while at the service, are responsible for following this policy and its procedures.

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- regularly seek feedback from everyone affected by the policy regarding its effectiveness, particularly in relation to identifying and responding to child safety concerns
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required

ATTACHMENTS

N/A

AUTHORISATION

This policy was adopted by the Approved Provider of Eureka Community Kindergarten Association Inc. (ECKA) on 25/08/2017

REVIEW DATE: 25/08/2019