

TOBACCO CONTROL POLICY

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 Geelong Kindergarten Association is committed to:

- providing a safe environment for all children, staff and persons participating in programs at GKA services
- maintaining a duty of care and consider the health, safety and wellbeing of all who come into contact with GKA and provide a safe, secure and welcoming environment.

2. SCOPE

This policy applies to the GKA as the Approved Provider, Nominated Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of the GKA, including during offsite excursions and activities.

3. BACKGROUND AND LEGISLATION

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.

4. SOURCES AND RELATED POLICIES

Legislation and standards

Education and Care Services National Law 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

National Quality Framework, Standard 7.1 Effective leadership promotes a positive culture and builds a professional learning community

- GKA Occupational Health and Safety policy
- GKA Health and Wellbeing Policy
- GKA Code of Conduct policy
- DEECD Principles for Health and Wellbeing
- Educational Program

5. DEFINITIONS

Resilience: the ability to bounce back from adversity in order to lead a healthy and fulfilling life.¹

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.²

PROCEDURES

The Geelong Kindergarten Association as the Approved Provider is responsible for:

- ensuring all staff and educators contribute to development and implementation of the tobacco control policy
- ensuring all staff, educators and families are provided with information about policy requirements
- ensuring all GKA Services provide a totally smoke-free environment
- Promote and encourage compliance with the tobacco legislation with contract agreements with stakeholders, suppliers, providers of services, and all users of service facilities
- Upon request, supporting staff who smoke to quit or manage their smoking
- supporting educators, staff, families contractors and visitors to role model smoke-free behaviour in line with this policy and refrain from smoking whilst in view of children
- supporting staff to provide tobacco education and related health message learning moments
- supporting educators to access resources, tools and professional learning to enhance their knowledge and capacity to provide opportunistic learning about tobacco education and prevention initiatives
- engage local health professional, services and other organisations to increase educator and staff capacity to deliver and promote tobacco education and prevention initiatives

Staff and Educators are encouraged to:

- contribute to the development and implementation of the tobacco control policy
- provide information to families about policy requirements
- provide a totally smoke-free environment
- ensure all service sanctioned events (both on and off premises) including excursions, fetes and celebrations are totally smoke-free
- ensure compliance with the tobacco legislation with contract agreements with stakeholders, suppliers, providers of services, and all users of service facilities
- support staff who smoke to quit or manage their smoking
- support families, contractors and visitors to role model smoke-free behaviour in line with this policy and refrain from smoking whilst in view of children
- provide tobacco education and related health message learning moments
- engage children, families in supporting smoke-free initiatives
- provide information, ideas and practical strategies to families on a regular basis to promote and support smoke-free behaviour in the service and at home
- engage families in smoke-free initiatives
- engage families and children from culturally diverse backgrounds to ensure cultural values and expectations about tobacco control are considered
- engage local health professional, services and other organisations to increase

EVALUATION

This Tobacco Control Policy will be monitored by the Geelong Kindergarten Association staff and educators, management and the Human Resource Department.

In order to assess whether the values and purposes of the policy have been achieved, the Geelong Kindergarten Association as the approved provider will:

- regularly seek feedback from educators and management and all affected by the policy regarding its effectiveness
- 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
- notify employees at least 14 days before making any change to this policy or its procedures.

AUTHORISATION

This policy was adopted by the Geelong Kindergarten Association as the Approved

Provider on 1st June 2016

REVIEW DATE: 1ST JUNE 2018