

# KAIKORAI VALLEY COLLEGE



## SMOKE-FREE AND VAPE-FREE DISCIPLINE PROCEDURE

### Rationale:

Kaikorai Valley College aims to provide a supportive climate where young people who are experiencing changes in their intellectual, social, and emotional development can learn about themselves.

### OBJECTIVES

1. Our school/kura aims to reduce smoking and vaping uptake among students and work towards a smoke-free and vape-free environment.
2. To educate students and staff about the dangers of active and passive smoking
3. To provide clarity on the school's position regarding vaping and smoking at school, school functions, or whilst wearing the school uniform in a public setting.
4. This procedure and information about problems associated with the abuse of vapes or cigarettes is made available to students and the wider community.

### DEFINITION

For the purposes of this procedure, smoking includes cigarettes or vaping.

### GUIDELINES

1. Kaikorai Valley College is a smoke-free school. The school follows current legislation which states that all schools must be smoke-free at all times.
2. All students and staff are expected to comply with smoke-free legislative requirements. Students breaking the rules are subject to an agreed set of advice and consequence procedures.
3. A student who is with another student who is vaping and/or is in the possession of cigarettes or vaping paraphernalia will be treated in the same manner as if they are using the cigarettes or vaping paraphernalia.
4. We prominently display our smoke-free and vape-free policy in the staffroom and the public areas of the office.
5. We display *smoke-free* and *no vaping* signs.
6. We politely ask anyone smoking or vaping on school property to stop immediately.
7. Every effort is made to educate students and staff about the dangers of smoking and vaping.
8. All students and staff are expected to comply with smoke-free legislative requirements. Students breaking the rules are subject to an agreed set of advice and consequence procedures. Where possible, we provide staff with smoke-free/vape-free related professional development.

9. Contractors are made aware of the smoke-free environment of the school.
10. We communicate our smoke-free and vape-free policy to the school community via the school/kura newsletter and other means, at least once a year.
11. We inform parents of new entrants, and prospective employees, of our school's/kuras smoke-free and vape-free policy.
12. Any complaint is to be addressed in writing to the Principal.

***Breaches of our Smoke-Free or Vape-Free Procedure***

1. Smoking and vaping are not permitted at any school function.
2. Students may not carry, use, or deal in vapes or cigarettes on the way to or from school, on the school grounds, at school, or at a school event.
3. Any cigarettes, lighters, or vaping paraphernalia found in a student's possession will be confiscated and disposed of.
4. A breach of Guidelines 2 and 3 rules with regard to vapes or cigarettes is treated as a serious breach of discipline with the strong probability of stand-down or suspension to a Board Hearing for gross misconduct.

***Complaints***

All complaints involving smoking and vaping are referred to the Principal, who may pass these to the Board of Trustees for investigation. Investigations take place within 20 working days of the complaint or incident and follow the procedures laid down in the legislation.

Date of Confirmation by the Board of Trustees	13 August 2008
Reviewed	13 August 2008
Reviewed	28 September 2011
Reviewed	30 September 2015
Reviewed	24 February 2020
Reviewed	April 2024