

Template of a Best Practice 100 % Smoke-Free Policy

RATIONALE

(Organization) is dedicated to providing its children, staff, parents and visitors with a safe and healthy smoke-free environment.

POLICY STATEMENT

(Organization) recognizes that secondhand and thirdhand smoke are detrimental to the health and safety to everyone, particularly infants and children. For this reason, (Organization) has become a 100% smoke-free facility, effective (date). Tobacco smoke is defined as the smoking of cigarettes, cigars, and all electronic smoking devices (such as electronic cigarettes and personal vaporizers). This policy prohibits smoking:

- Within all enclosed areas of the facility.
- On all facility grounds, including playgrounds and parking lots, including personal vehicles parked on (organization) property.
- In facility-owned or leased vehicles and employee personal vehicles being used in the course of work.

To reduce exposure to the contaminants in thirdhand smoke, employees will:

- Leave the (organization) facility before smoking
- Wear coverage over their clothing and hair (coat, hat, etc) while smoking.
- Thoroughly wash hands before returning to work.

PROCEDURES

Everyone is required to comply with (organization's) 100% smoke-free policy. Enforcement of this policy will follow the standard procedures of the facility.