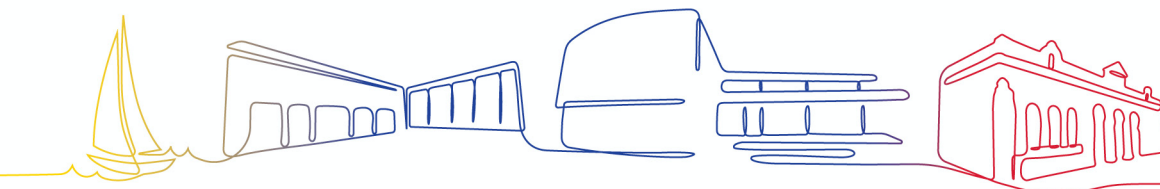




WILLIAMSTOWN  
HIGH SCHOOL

# Smoking and Vaping Health Policy

Review cycle	3 - 4 years
Department of Education DE requirement for local policy	Local Policy
Source of requirement	
Consultation requirement	Recommended with School Council
Approval requirements	Principal
Developed/Approved	26/08/2025
Due for review	01/07/2029



HOLD FAST

# Smoking and Vaping Health Policy

## 1. Rationale

- Promote a smoke and vape-free school environment that reinforces the clear message that smoking is not part of a healthy lifestyle choice.
- Ensure all students, families, staff, volunteers, and visitors experience a safe, smoke-free setting.
- Support a whole-school approach to health and wellbeing by integrating education on the risks of smoking and vaping into relevant areas of the curriculum.
- Provide staff and families with clear information on the health benefits of remaining smoke- and vape-free.

This smoking and vaping ban applies to:

1. **All individuals on school premises at any time**, including students, staff, parents/carers, contractors, and members of the wider community (e.g. sporting groups).
2. **All school-related activities**, whether on or off campus, including excursions, camps, cultural events, sports, recreational programs, outside school hours care, and parent-teacher meetings.
3. **Current students in school uniform outside of school hours**, such as while commuting (e.g. at railway stations).
4. **Any area within four metres of a pedestrian access point** to the school grounds.
5. **Students found in possession of smoking or vaping products or related paraphernalia**.
6. **Students accompanying others who are smoking or vaping**, where it may indicate participation or endorsement of the behaviour.

## 2. Purpose

Williamstown High School acknowledges both the legal restrictions and health risks associated with smoking and vaping, including passive exposure. The school is committed to promoting a smoke- and vape-free environment and recognises the importance of staff setting a positive example for students.

To ensure the safety and wellbeing of all students, staff, and visitors, smoking and vaping are strictly prohibited on school grounds, within four metres of any school entrance, and at all school-related events or activities.

This ban aims to minimise the visibility and normalisation of smoking and vaping around children and adolescents. When young people are regularly exposed to these behaviours, they are more likely to perceive them as socially acceptable. Restricting smoking and vaping in areas accessed by students helps to deter future use of tobacco and e-cigarette products.

## 3. Implementation

- Smoking and passive smoking are both dangerous to the health of employees, students, and all members of the school community.
- The Occupational Health and Safety Act 2004, requires employers to provide a safe workplace, and as far as practical, without risks to health. The Tobacco (Amendment) Act 2016 prohibits smoking in enclosed workplaces. Consequently, smoking is not permitted in any area of the school property, nor at any school related activity or function, by students, staff, or visitors.
- Failure to comply with the Act is an offence. Page 2 of 5
- In addition, staff members are not permitted to smoke outside of school property within the view of students.
- The health risks associated with smoking and vaping will form part of a whole school approach, through Homegroup and/or Health and Physical Education curriculum for all students.
- 'No Smoking/Vaping' signs will be erected at prominent places within the school.
- Staff and students who smoke will be offered support to help them quit or manage their smoking and/or Vaping via referrals to the Health Promotion Nurse, Quit counselling and/or other health professionals.
- Health information related to smoking will be made available to the school community.

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- Smoking paraphernalia will be confiscated and only returned to parents or guardians of students, upon the request of the parents or guardians.

## Related Legislation, Regulations, Policies, & Procedures:

- DET Policy and Advisory Library
- Drugs, Poisons and Controlled Substances Act 1981 (Vic)
- Education and Training Reform Act 2006 (Vic)
- Education and Training Reform Regulations 2017 (Vic)
- Tobacco Act 1987 (Vic)

## 4. Specific Procedures

### RESPONDING TO INCIDENTS OF SMOKING/VAPING THROUGH A HEALTH LENS:

Various steps will be taken to address incidents of smoking or vaping, with a special focus on a health education approach:

#### OPPORTUNITY FOR GROWTH

- **1st occurrence:**

Parents/Guardians and student will be required to attend an in-person meeting. The meeting content will be delivered with individualised consideration and at the discretion of the Year Level Coordinator (YLC), with support from the Health Promotion Nurse (HPN). The student will be referred for further educational sessions, either one-on-one or in a small group setting run by the HPN. Relevant resources will be provided for the student to complete (for example: Seeing Through the Haze - QUIT Victoria). Additionally, other support options can be provided during this meeting.

- **2nd occurrence:**

Parents/Guardians and student will be required to attend an in-person meeting with a YLC and the Health Promotion Nurse. A referral will be made to Western Health – [Drug Health Services](#), to provide additional support for the student and family regarding smoking/vaping.

- **3rd occurrence:**

A further meeting with Parents/Guardians will be arranged, with a YLC, HPN and possibly a Principal Team member. This will be to discuss further supports and consequences that may be required, following consultation with the school's Principal Team.

## 5. Evaluation and Review

## 6. Definitions and References

- **Smoking:** The act or habit of inhaling and exhaling tobacco smoke, typically through a lit cigarette, cigar, pipe, or similar product.
- **Vaping:** The inhalation of vapor produced by heating a liquid using an electronic cigarette or other vaping device. This vapor typically contains nicotine, flavourings, and other chemicals.
- **E-cigarettes:** Electronic devices designed to heat and vaporise liquids contained in cartridges, simulating the experience of smoking by producing inhalable vapor.
- **Smoking/Vaping Paraphernalia:** Any items or equipment used to facilitate smoking or vaping. This includes, but is not limited to, ashtrays, rolling papers, pipes, hookahs, cigarettes, cigars, electronic smoking devices, and related accessories.

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- **Electronic Smoking Device Paraphernalia:** Components and accessories specific to electronic smoking devices, such as cartridges, e-liquids, atomisers, batteries, chargers, tips, and other items necessary for their use or maintenance.
- **Possession:** Having control, custody, or ownership of an item, including smoking or vaping products and related paraphernalia.

## Further Information and Resources:

- The Department's Policy and Advisory Library (PAL): [Smoking and Vaping Ban](#)
- The Department's Policy and Advisory Library (PAL): [School Smoking and Vaping Ban Fact Sheet](#)
- The Western Health [Drug Health Services](#) team are based in the Footscray Hospital and can be contacted by telephone or a referral made through intake. They work with young people around vape use that is interfering with activities of daily living, including school.

## 7. Consultative Process

This policy will be communicated to our school community in the following ways:

- Provided to staff at induction and included in the staff handbook/manual
- Discussed at staff meetings/briefings as required
- Presented to students annually
- Made available publicly on our school website
- Included as annual reference in the school newsletter
- Made available in hard copy from school administration upon request