

THE HAVEN

Operated by the Autistic Girls Network charity — 1196655 (England and Wales), SC054837 (Scotland)

Smoking and Vaping Policy

Specialist online education for neurodivergent young people

Document	Smoking and Vaping Policy
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Owner	Designated Safeguarding Lead
Approved by	Proprietor + Governing Body

1. Purpose

This policy sets out The Haven's position on smoking and vaping by learners, staff, visitors and volunteers, in the context of an online provision. It applies in both online and any in-person contexts in which The Haven business is conducted.

2. Scope

This policy applies to:

- All learners during online sessions and any in-person activity.
- All staff, volunteers, governors and contractors during any The Haven activity, including online sessions, training delivery and in-person events.
- Visitors at any in-person event hosted or run by The Haven.

3. Position

Smoking, vaping and the use of any nicotine or tobacco product are not permitted during any The Haven activity. This includes during live online sessions where it would be visible or audible to learners or colleagues. The policy reflects expectations of professional conduct, the health needs of our cohort, and applicable law.

4. Learners

Learners are not permitted to smoke or vape during online sessions. Where smoking or vaping is observed, the response is supportive rather than punitive: the educator records the concern, the DSL is informed where appropriate, and a conversation is held with the learner and family. The Haven recognises that nicotine use in adolescence often reflects wider need, including anxiety, sensory regulation, and peer influence. The Drugs and Alcohol Policy applies where relevant.

5. Staff and volunteers

Staff and volunteers are expected not to smoke or vape during any session, training delivery, or in-person event. Smoking or vaping during a break is permitted off camera and away from learners and colleagues. Visible or audible use during a session is treated as a conduct matter under the Staff Conduct Policy.

6. In-person events

At any in-person event hosted by The Haven, smoking and vaping are not permitted within the event space. Designated outdoor areas may be identified where appropriate.

7. Related documents

- Staff Conduct Policy
- Drugs and Alcohol Policy
- Health and Safety Policy
- Safeguarding and Child Protection Policy

8. Review

This policy is reviewed annually by the Head and approved by the Board of Governors.

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