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<b>Approval Authority</b>	Executive Director - People, Culture & Campus Life
<b>Contact Officer</b>	Director of Health & Safety – People, Culture and Campus

## Introduction

The University is smoke-free and vape-free, embracing a wider vision of integrating health into the culture, structures, and process of the University to eliminate Environmental Tobacco Smoke exposure (ETS) for all staff, students, contractors, and those visiting the campus, moving towards a smoke-free New Zealand.

## Definitions

**Campus** – includes all University property, including vehicles, field stations, regional campuses and centres and applies to all activities under the general control of the University.

**Staff or staff member** – for the purposes of this policy, the definition of “staff” or “staff member” extends to cover all persons working at, for, or on behalf of, the University (whether paid or unpaid), including but not limited to, contractors, subcontractors and their employees, adjunct appointees, Erskine visitors, consultants, guest lecturers, interns and volunteers.

**Student** – a person who is currently enrolled as a student at the University, either directly or through official arrangements with another organisation.

## Policy Statement

Smoking and vaping are prohibited by law in all New Zealand workplaces and public places. This policy applies to the sale and use of all tobacco and vape products, electronic cigarettes (e-cigarettes), and electronic nicotine delivery systems on the University campus.

Please see the [Campus Drug and Alcohol Policy \(PDF, 315KB\)](#) for more information about the consumption and use of other substances on campus.

## Rationale

The University has adopted a Smoke-free and Vape-free Policy which is based on the following general assumptions:

- All staff, students, contractors, and those visiting the campus are entitled to a smoke-free and vape-free environment while on our campus.
- Leading by example is an important role for an educational institution.
- The University wishes to promote and support healthy lifestyles.
- That successful implementation and on-going compliance of the policy will require everyone to respond in a courteous and responsible manner.

## Smoke-free and Vape-free Campus

- The University of Canterbury, including all buildings and grounds are deemed as completely smoke-free/vape-free.
- Smoking/vaping is not permitted inside any University building including the foyers and entrance ways.
- Smoking/vaping is not permitted on the steps or approaches of buildings, near windows or near air conditioning units/air intakes.
- Smoking/vaping is not permitted anywhere in the University grounds(*other than exceptions approved from time to time*).
- This policy extends to all University facilities, including accommodation, regional campuses, field stations and other University premises.

Leases will be progressively reviewed with the intention of aligning with the Smoke-free Policy.

The Christchurch College of English Language currently has a lease which provides for a designated smoking area.

- Smoking is not permitted in any vehicle owned or leased by the University.

## Exemptions

Designated area at the rear of Ilam Homestead.

## Social Change

The University recognises that attitudinal and behavioural change takes precedence over enforcement actions. We recognise that social change theory encompasses terms such as “encouragement”, “peer-pressure” and “leadership” and the following measures will be undertaken:

- Continuous publicity about the role of staff and students contributing to a healthy environment.
- Gentle reminders by all staff and students concerning the adherence of this policy.
- Widespread publication of the University's smoke-free status and appropriate signage.

## Implementation Plan

### Policy Information and Promulgation

This policy will be widely promulgated. Communication strategies will include:

- information included in employee induction materials;
- smoke-free/vape-free statement and/or logo in employment adverts and enrolment information, including the Enrolment Handbook;
- contractor and visitor inductions;
- procurement and tender communications;
- noticeboards;
- Health and Safety Committee communications and reviews; and
- information on the UC website.

Information about this policy will be incorporated into student information and enrolment publications.

Universally recognised no-smoking/no-vaping signage will be located on the University's campus entrance signs, information, and location maps.

### Education and Support

A high level of encouragement and support for those who wish to stop smoking will be provided. The University will provide individual support for staff and students who wish to quit smoking, including prescriptions for medicines to aid quitting, counselling, reading material and referrals to other organisations, along with a variety of healthy lifestyle services such as nutrition advice and exercise and stress management programmes.

The University Health Centre has undertaken to provide all possible support to members of staff and the student body. This includes

- counselling support groups (subject to demand),
- cessation therapy,
- nicotine replacement therapy (at minimal cost to the user), and
- the provision of self-help publications.

## Related Documents and Information

If you have any further questions around this policy, please contact the UC [Health and Safety Team](#).

### Legislation:

- [Health and Safety at Work Act 2015 \(New Zealand legislation website\)](#)
- [Smokefree Environments and Regulated Products Act 1990 \(New Zealand legislation website\)](#)

### UC Website and Intranet:

- [Campus Drug and Alcohol Policy \(PDF, 315KB\)](#)
- [Staff Code of Conduct \(PDF, 429KB\)](#)
- [Student Code of Conduct \(PDF, 220KB\)](#)

Document History and Version Control Table			
Version	Action	Approval Authority	Action Date
<i>For document history and versioning prior to 2013 contact <a href="mailto:ucpolicy@canterbury.ac.nz">ucpolicy@canterbury.ac.nz</a></i>			
1.00	Converted document to current template. Updated approval authority.	Policy Unit	Oct 2013
1.01	Document review date pushed out.	Policy Unit	Mar 2014
1.02	Review date pushed out.	Policy Unit	Sep 2014
1.03	Contact Officer updated as new Health & Safety Manager appointed.	Policy Unit.	Feb 2015
2.00	Inclusion of e-cigarettes, personal vaporizers and electronic nicotine delivery systems.	Policy Unit	Oct 2015
2.01	Minor formatting alterations.	Policy Unit	Oct 2015
3.00	Scheduled review by CO, confirmation of smoke free campus, definitions added, and minor formatting and content layout alterations	Policy Unit	Nov 2017
4.00	Scheduled review, minor changes to content.	Policy Unit	Nov 2019
5.00	Scheduled review, changes to content and formatting; change to AA	Vice-Chancellor; Executive Director – People, Culture and Campus Life	Nov 2022