



Nourishing the fitrah of each unique child

Smoking Policy

“...do not throw yourselves into destruction and do good. Truly, Allaah loves the doers of good.”

Surah Al Baqarah 2:195

Adopted: January 2025	Review: January 2026	Health and Safety Officer: School Administrator
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Smoking Policy

This Smoking Policy serves to protect all non-smoking employees from secondhand smoke while accommodating the rights of staff who smoke within designated areas, to maintain a clean working environment, to uphold the school's professional image, and to prevent potential fire hazards.

Scope and Limitations

This Policy applies to all staff, interns, and maintenance personnel of the Unique Academy, as well as all visitors, and it extends to cover all school property. It is our firm commitment to ensuring a smoke-free and safe environment across all areas under the school's jurisdiction.

Indoor Smoking is Prohibited

Employees, apprentices, maintenance personnel, and visitors are not permitted to smoke inside buildings, particularly in poorly ventilated areas and generally in areas where a no smoking sign is posted within the premises.

Designated Smoking Areas

Employees are permitted to smoke in the designated smoking areas listed below:

- Outside parking area.
- Outdoor courtyard.

Smoking in places other than designated smoking areas is strictly forbidden by the Unique Academy and will result in appropriate disciplinary action. Furthermore, smokers must keep designated smoking areas litter-free, which includes properly extinguishing and disposing of cigarette butts and remaining ashes into the appropriate waste receptacles.

Smoking on Duty

Employees, work placement students, apprentices, and maintenance personnel are not permitted to smoke while performing their duties and responsibilities during working hours. Employees are expected to refrain from smoking before meetings with staff, parents, pupils or visitors.

Smoking Signage

No smoking signs will be strategically placed in areas where smoking is prohibited.

Electronic Cigarettes

An electronic cigarette/ e-Cigarette is a battery powered device that releases vapour containing liquid nicotine or any other substance and is inhaled by the user. The use of electronic cigarettes is also deemed as smoking within the context of this policy.