

## Smokefree School checklist

Checklist	Progress	Date Completed	Notes
<b>Policy</b>			
Does the school have an up-to-date Smokefree Policy?			
Has the policy been implemented? How will the policy be implemented?			
Have current and prospective staff been made aware of the policy?			
Have current and prospective parents/ carers been notified of the smokefree policy?			
How are visitors notified of the policy? (visitor badges, sign in sheet prompts)			
How will the policy be monitored?			
How will reports of smoking/ vaping on site be recorded?			
<b>Environment</b>			
Have you ordered the smokefree signage for the school?			
Is the smokefree signage visible and consistent throughout the school premises?			
Is the school a designated smokefree site including all outside areas and around the school gates/ premises?			
Have all 'smoking zones' been removed that encourage smoking?			
<b>Curriculum</b>			
Are appropriate resources and training opportunities available to staff to ensure smoking is part of the PHSE curriculum?			
Are local and national campaigns incorporated into the school calendar?			
<b>Knowledge &amp; Skills</b>			
Are staff trained in Very Brief Advice?			

<b>Are staff/ parents and pupils aware of how to report illicit tobacco and vapes?</b>			
<b>Have you outlined a referral pathway for staff and pupils who want to quit?</b>			
<b>Have you got the most up to date resources, information and guidance to encourage quit attempts and enhance a smokefree school?</b>			
<b>Is there an agreed protocol for incidences of smoking on site?</b>			