



UNIVERSITY_{OF}
WINCHESTER

Smoking & Vaping policy

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Responsible Role and Department:	Justin Ridgment, Estates & Facilities Services
Approving Body:	ULT
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<p>Indicate whether the document is for public access or internal access only.</p> <p>Indicate whether the document applies to collaborative provision?</p> <p><i>(Strikethrough text, as appropriate)</i></p>	<p>Public Access</p> <p>Internal Access Only</p> <p>Applies to Collaborative Provision</p>
<p>Summary:</p> <p>This policy sets out the University's position re smoking and vaping on site.</p> <p>Last reviewed – February 2025</p>	

Equality Impact Assessment	
Summary of process undertaken to determine equality impacts:	Review of policy against protected characteristics below.
University Committee (name/ date) where equality impacts discussed (may be Committee of approval, or another):	ULT
Identified equality impact(s) on colleagues and students (i.e. any specific impacts related to this policy that may cause disadvantage for people due to one or more particular protective characteristic)	
Protected Characteristic	Impact(s) identified and any action(s)/mitigation(s) to address these impact(s), as necessary.
Age	No impact
Disability	A smoking/vaping area is accessible for both KAQ and the WDQ.
Gender Identity	No impact
Marriage/Civil Partnership	No impact
Pregnancy and Maternity	No impact
Race (incl. nationality)	No impact
Religion and Belief	No impact
Sex	No impact
Sexual Orientation	No impact
Age	
Disability	

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Purpose

This policy has been developed to protect all staff, students, contractors and visitors from exposure to the harmful poisons of second-hand smoke and to ensure compliance with the relevant section of the Health Act 2006.

Policy

In accordance with the Smoke-free (Premises and Enforcement) Regulations 2007, the University of Winchester will ensure that all premises are smoke free and all employees are able to work in a smoke free environment. Smoking and vaping are prohibited in all University of Winchester buildings and in all external areas with the exception of designated smoking and vaping areas. This policy includes company vehicles in which smoking and vaping is prohibited. This policy applies to all staff and students and anyone else on site for whatever purpose.

Electronic Nicotine Delivery Systems (ENDS), E-cigarettes, Vaping & all other types of delivery systems that produce vapour

Electronic cigarettes and all other types of electronic nicotine/nicotine free delivery systems that produce a vapour into the atmosphere are prohibited in all University of Winchester buildings and vehicles as they are still considered not completely risk free and to not have harmful emissions. The use of these devices is therefore also restricted to designated vaping areas.

E-cigarettes ('vapes') and all other types of electronic nicotine/nicotine free delivery systems pose a serious fire hazard and are subject to the following restrictions if brought into any University of Winchester building, including accommodation:

- Any equipment associated with these should be marked with a 'CE mark' to show that it has been tested to an approved standard.
- They must not be left alone whilst being recharged.
- They must be charged on a clean flat surface, away from any flammable items such as clothes and bedding
- Single use items must be disposed of safely. Bins to dispose of vapes can be found as follows:
 - West Downs Quarter - <https://w3w.co/measuring.helpful.bunny> - location of vape bin. Next to the general waste bin located on the grass verge outside the WD shop entrance.
 - King Alfred Quarter- <https://w3w.co/status.intricate.bulldozer> - location of vape bin, Next to the general waste bin in the plaza, next to the 'book bench'.

Further information about using e-cigarettes safely can be found online here: [Take charge of battery safety when using e-cigarettes.](#)

Implementation

All staff, students, contractors, conference delegates and visitors are to adhere to this policy and take responsibility for its implementation to help ensure all University of Winchester sites are safe from second-hand smoke and vapour except for in the expected and agreed locations of designated smoking and vaping areas. Everyone is therefore encouraged to politely challenge those that do not adhere to this policy if they feel comfortable to do so. Designated smoking and vaping areas will be clearly marked.

The Director of Estates & Facilities Services will ensure that this policy is reviewed every two years and made available to all on the University internet, intranet and at University of Winchester receptions. At the review, the Director of Estates & Facilities Services has the authority to change any element of this policy to ensure its effectiveness and the safety of those on University sites.

Designated smoking and vaping areas will be marked with the appropriate signage.

Exemptions - Performers

Where the artistic integrity of a performance makes it appropriate for a person who is taking part in that performance to smoke or vape, the part of the University of Winchester premises in which that person performs will not be required to be smoke or vapour free for the performer during the performance. A risk assessment must be submitted to the University Health & Safety and Business Continuity Manager before the performance is held. This exemption does not apply to rehearsals.

Designated smoking & vaping areas

University Halls of Residence

Please refer to the Student Residential Licence Agreement & Student Residence Regulations On Campus Accommodation. Residents of University Halls of Residence and their guests are permitted to smoke outside of residential buildings subject to the following restrictions:-

- Smokers/Vapers must ensure that their smoke/vapour is not blown or drawn into any University building, does not inconvenience other people and must smoke/vape 5m away from the building.
- Smoking/Vaping on balconies within accommodation is specifically prohibited.
- The University reserves the right to restrict smoking/vaping to specific areas adjacent to the residences as necessary.

King Alfred and Medecroft Quarters

Smoking is permitted at the following areas:-

1. King Alfred Centre Terrace Level 2. (*Access to this area may be controlled during events as it forms part of the Student Union licenced premises*).
2. West side rear of KKB.
3. North side of St James Hall
4. Adjacent to Medecroft white building.
5. Adjacent to Medecroft Annex.
6. By the west side of the Stripe.

Vaping is permitted at the following areas:

1. King Alfred Centre Terrace Level 3
2. East end rear of KKB

West Downs Quarter Non-Residential Areas

Smoking is permitted at the following areas: -

1. To the rear of the University of Winchester Business School near to the Maintenance block.
2. Outside area adjacent to the launderette.

Vaping is permitted at the following area:

1. Level 1 outside terrace adjacent to the round lecture theatre.

Winchester Sports Stadium

Smoking and vaping are prohibited anywhere on the premises.

Compliance

Any person present on a University of Winchester site can ask smokers or users of electronic cigarettes and all other types of electronic nicotine/nicotine free delivery systems that produces a vapour to cease if not within a designated area. The Site Stewards are empowered to enforce this policy. Anyone in breach of this policy and refusing to immediately stop when asked by the Site Stewards will be removed from the site. Failure to comply with this policy is a disciplinary offence under the relevant procedures applying to staff and students.

Failure to comply with the requirements of the Smoke-free (Premises and Enforcement) Regulations (for example, smoking indoors) 2007 may also be liable to a fixed penalty fine and possible criminal prosecution.

Help to stop smoking/vaping

Help from the University to stop smoking/vaping can be obtained from the University's People & Culture team and the University Care first programme can offer help in stopping to smoke/vaping –

[Human Resources and Payroll | Winchester](#)

The NHS offers a range of free services to help smokers and vapers give up –

[Quit smoking - Better Health - NHS \(www.nhs.uk\)](#)

[How to quit vaping - Better Health - NHS](#)