



Melbourne East Netball Association

Registration No: A0011747L

ABN 54 201 268 575

No Smoking Policy

Correspondence to: PO Box 613, Heathmont 3135

Email: admin@menanetball.com.au

MENA Mobile: 0402 777 875

Policy Date: 13 July 2015
Policy Name: No Smoking
Committee Responsible: Executive Committee

Rationale

1. Melbourne East Netball Association (MENA) recognises that exposure of non-smokers to tobacco smoke (passive smoking) is hazardous to health and that non-smokers should be protected. Passive smoking can lead to serious illnesses in adults such as bronchitis, lung cancer, and cardiovascular disease. Children can also develop chest illnesses and asthma from exposure to tobacco smoke. Accordingly, the following policy has been developed by MENA to protect the health of all concerned.
2. Smoke Free complements MENA's desire to create a healthy family and community friendly environment. MENA believes such an environment and image is advantageous in attracting new members as well as positively promoting the Association in the community.
3. Legislation and the legal duty of care also provide clear reasons to have a Smoke Free Association. Under common law MENA has a legal duty of care to ensure that employees, volunteers, members, players and officials are not exposed to potentially harmful situations. The Occupational Health and Safety Act stipulates that employees and working volunteers must have a safe environment to work in.
4. This policy applies to all members, administrators, officials, coaches, players, visitors and volunteers of MENA.

Policy Statement:

1. To comply with State and Federal legislation in regards to no smoking and tobacco reforms.
2. To encourage the adoption of healthy behaviours through the No Smoking policy, and ensure the Health and Safety of all players and personnel whilst within the MENA premises and surroundings.
3. To provide a smoke free environment for staff, volunteers and members of the community who come to MENA but not limited to, to both play, coach, train, observe or work.

Behavioural Expectations

MENA recognises role modelling can have a significant impact upon the junior members of the Association. Hence, the following individuals and groups are to refrain from smoking while they are acting in an official capacity for the Association or while in Association uniform:

- a) Coaches (when coaching, representing the Association or while in Association uniform)
- b) Trainers (when training players or while in Association uniform)
- c) Officials (when officiating for the Association or while in Association uniform)
- d) Volunteers (when working for the Association or while in Association uniform)
- e) Players (when representing the Association or while in Association uniform)
- f) Coaches and trainers should promote the No Smoking Policy when speaking to junior players.



Melbourne East Netball Association

Registration No: A0011747L

ABN 54 201 268 575

No Smoking Policy

Correspondence to: PO Box 613, Heathmont 3135

Email: admin@menanetball.com.au

MENA Mobile: 0402 777 875

Guidelines

1. A smoke free environment is to be achieved by requesting that people co-operate through observance of the "No Smoking" rules on the premises and surroundings.
2. Smoking is not permitted inside MENA's perimeters and not within 10 metres of the courts or seated areas whichever may be the furthest away is where the 10 metres must start.
3. MENA also requires the following areas to be Smoke Free:
 - a) Club and social rooms
 - b) Administration and office areas
 - c) Changing rooms
 - d) Toilet blocks
 - e) Court areas and surrounds.
 - f) Eating areas

Non-Compliance Strategy

The following five step non-compliance strategy will be followed if anyone breaches MENA's Smoke Free policy.

1. Assume the person is unaware of the Smoke Free policy.
2. A MENA representative will approach the person breaching the policy and politely ask them to refrain from smoking and inform/remind them about the Smoke Free policy.
3. If the offence continues, then the most senior MENA representative will verbally warn them again and hand over a formally written letter. The offending patron must also be made aware that if they don't stop smoking then they will be required to leave the club's facility. The letter will outline MENA's policy on smoking and state that if the patron continues to breach the policy then he/she will be asked to leave. The club's management committee will sign off on the letter. This letter will be pre-written and kept in the office so that copies are readily available.
4. If the offence does continue, then the patron will be escorted out of the facility by staff and/or a senior club representative.
5. Under no circumstances should MENA's Smoke Free policy be breached, no matter who the offender is.

Tobacco Products

MENA **WILL NOT SELL** tobacco products.

MENA **WILL NOT** allow endorsements, advertising or sponsorship by any companies/organisations funded by Tobacco companies or promoting tobacco related products.

Related policies:

Health & Safety Policy

Alcohol Management Policy

Policy Review Date:

July 2017 Committee Meeting



Melbourne East Netball Association

Registration No: A0011747L

ABN 54 201 268 575

No Smoking Policy

Correspondence to: PO Box 613, Heathmont 3135

Email: admin@menanetball.com.au

MENA Mobile: 0402 777 875

Implementation Plan

The premises of MENA, and their environments will be Smoke Free areas.

	<i>Goal</i>	<i>Objective</i>	<i>Activity</i>
a)	Education of staff, volunteers and members of the public regarding the policy.	To advertise the policy within the Association. To promote awareness of the policy to all who use the Association.	"No Smoking" signs will be prominently displayed around the Association. Policy to be given to clubs and put on the Website.
b)	Effective response to non-compliance.	To gain staff compliance with the policy. To gain compliance with the policy of all who attend the Associations premises	Staff will be informed of the policy and cooperation requested. The Associations "No Smoking Policy" will be included as a condition of employment in all Position Descriptions. All persons utilising MENA's premises during match days, including tournaments, as well as when clubs are using the courts for training and at any other time MENA or its affiliates are utilising the premises, will be informed through appropriate signage. Where a person is observed to be smoking they will be verbally requested to comply with the No Smoking Policy by a Committee Member or the person responsible for the premises at the time it occurs.