

PATHWAYS ABILITIES SOCIETY

POLICY: SMOKING AND VAPING

Applies to: All Personnel, Volunteers, Persons Served, Families, Advocates, Caregivers and Tenants

Original Approval Date: 1993

Date Board Approved: November 8, 2021

Replaces Policy Dated: December 12, 2012

Board Member's Signature

PREAMBLE

Because it is vital to safeguard the health of people we support, our employees, volunteers and tenants; they will not be subjected to second-hand smoke.

POLICY

Smoking and vaping is not permitted in individuals' homes, society buildings including all satellite locations, agency vehicles or personal cars when transporting individuals.

Smoking or vaping is not permitted within six metres of doorways, open windows or air intakes at any Pathways' facilities including the homes.

Smoking or vaping must occur in the area designated by Pathways Abilities Society management.

Smoking or vaping is not permitted while employees are supporting individual(s) in the community.

Staff, volunteers and individuals receiving services who require a cigarette or vaping break notify the immediate supervisor.

Smoke breaks at 123 Franklyn Road will not be permitted between 2:30 pm and 4:00 pm. The expectation during this time is that all staff is assisting and supporting the individuals, completing the building close and Notables, offering assistance to other staff and supporting in other job duties as needed. Only one staff assigned to each group can take a smoke break and they must notify, in addition to their supervisor, the staff they are working with to ensure all individuals are being supported. If staff are scheduled in a group alone, staff must find appropriate coverage before taking the break.