

RTO	Builders Academy Australia (RTO ID 21583)
Type	Internal External
Applicable standards	Standards for Registered Training Organisations 2015 State and Territory Funding Contracts <i>QLD Tobacco and Other Smoking Products Act 1998</i> <i>QLD Tobacco and Other Smoking Products Regulation 2010</i> <i>QLD Tobacco and Other Smoking Products Amendment Bill 2015</i> <i>VIC Tobacco Act 1987</i>
Authorised by	Compliance Officer
Effective date	1 January 2017
Version	V20170329

Policy: No smoking

Overview

Builders Academy Australia (BAA) is committed to protecting and promoting the health and welfare of our students. BAA has a Smoke Free Workplace Policy and Procedure and all employees, students and other individuals are prohibited from smoking in all buildings and offices (excluding private staff housing) that are either owned or leased by BAA including, but not limited to, the following areas:

- BAA vehicles
- Enclosed car parks
- BAA Buildings
- Under any roofed area or where smoke may drift into buildings
- Roof tops
- Basement areas
- Verandas / balconies
- Toilets
- Stairwells
- Fire escapes
- Within 5m of building entrances
- Thoroughfares, specifically in immediate vicinity of entrances/exits & access ramps
- Lifts and loading bays
- Lunchrooms and cafeterias

Victoria legislation

Under an amendment to Victoria's anti-smoking laws, smoking is now prohibited within four metres of the entrance to many public buildings across the state.

The ban covers the entrances to all children's indoor play centres, public hospitals and health centres, childcare centres, kindergartens and schools, and many State Government buildings – including Parliament, Victorian law courts, and police stations.

People caught smoking in outdoor areas will face on-the-spot fines of more than \$155.46 with a maximum penalty of more than \$750.

For further information please see the Victorian Legislation:

[http://www.legislation.vic.gov.au/domino/Web_Notes/LDMS/LTObject_Store/LTObjSt4.nsf/0/2e41f3df50a8d522ca2577610030f700/\\$FILE/87-81a071.pdf](http://www.legislation.vic.gov.au/domino/Web_Notes/LDMS/LTObject_Store/LTObjSt4.nsf/0/2e41f3df50a8d522ca2577610030f700/$FILE/87-81a071.pdf)

Queensland legislation

The Queensland Government has banned smoking in most enclosed places, including dining areas where meals are consumed, offices, garages, factories, unlicensed cafes, shopping centres, school and university buildings and home businesses while an employee is present. Penalties of up to \$1,500.00 apply for non-compliance with the new laws, including a \$150.00 on-the-spot fine issued to anyone found smoking in a no smoking zone.

For further information please see the Queensland Legislation: [Tobacco and Other Smoking Products Act 1998](#) and [Tobacco and Other Smoking Products \(Smoke-free Places\) Amendment Bill 2015](#)

Staff, student and visitor responsibilities

Staff, students and visitors who use designated smoking areas voluntarily assume all risks associated with active and passive smoking.

Students, visitors and staff are required to only smoke with the designated smoking area at each BAA venue. All smoking related litter is to be placed in ashtrays and bins in the designated smoking area. Ash trays and rubbish bins will be provided within designated smoking areas.

BAA prohibits the sale of tobacco products on BAA premises and at BAA functions. No liability will be accepted by BAA for either consumption or supply of tobacco products to enrolled students, staff or visitors.

Anyone wanting to quit smoking can call Quitline on 13 QUIT (13 7848).