



# Going **Smokefree**

A GUIDE FOR SPORTING CLUBS





# CONTENTS

## **Why going smokefree outdoors is good for your sporting club 03**

Smoking and the law	03 ▶
Good sporting values	04 ▶
Role modelling	04 ▶
Secondhand smoke and health	04 ▶
Exposure to secondhand smoke in outdoor areas	04 ▶
Impact on smokers	05 ▶
Environmental impacts	05 ▶
Community support	05 ▶

## **How to implement smokefree bans outdoors 06**

1. Assess the current situation	06 ▶
2. Develop your smokefree policy and gain support from your committee	07 ▶
3. Communicate your policy	08 ▶
4. Install signage	09 ▶
5. Review your policy	09 ▶

## **Sample club members' survey 10**

### **Sample club policy - meeting existing legislation 12**

### **Sample club policy - partially smokefree 14**

### **Sample club policy - completely smokefree 16**

### **Sample communication text 18**

### **Signage and resources 19**

### **References 20**



# WHY GOING SMOKEFREE OUTDOORS IS GOOD FOR YOUR SPORTING CLUB

## INTRODUCTION

Tobacco and sport don't mix. Going smokefree is one of the healthiest messages a sporting club can share with its community. Outdoor smokefree areas make smoking less visible and less socially acceptable and provide a healthy family friendly environment.

Throughout this guide you will learn more about the benefits of going completely smokefree and how to implement a smokefree policy.

Smokefree policies may vary from one club to the next depending on their needs. Though we recommend going completely smokefree, your club may wish to trial partial smokefree bans to start with.

This guide will cover how your club can go completely smokefree, including how to present, discuss and implement the change to going smokefree outdoors with your club committee, members and peers. Also included in this guide:

- the current legislation
- a sample club members' survey
- sample policies
- sample communication text
- sample no-smoking signage.

## WHY GOING SMOKEFREE OUTDOORS IS GOOD FOR YOUR SPORTING CLUB

Since 1 April 2014, smoking is banned during organised under 18 events. This section provides information on these legislative changes as well as some reasons to go further than the legislation to develop a completely smokefree policy for your club.

## SMOKING AND THE LAW

Smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions. The ban applies to within 10 metres of outdoor spectator seating as well as outdoor dining and drinking areas. This legislation took effect from 1 April 2014.

A 'sporting venue' includes a playing field; a track; an arena; a court or rink; any permanently or temporarily erected public seating at the venue; any seating, marshalling area, warm-up area, podium or other part of the venue reserved for the use of competitors or officials, and; any part of the venue used to conduct the actual organised underage sporting event.

For more information about the ban on smoking during organised underage sporting events, visit the Victorian Department of Health's Tobacco Reforms website for fact sheets:

<https://www2.health.vic.gov.au/public-health/tobacco-reform/smoke-free-areas/childrens-recreational-areas-smoke-free/underage-sporting-events-smoke-free>

The Government has also passed new laws which:

- (a) Ban smoking in outdoor dining areas (which may include sporting club canteens and kiosks); and
- (b) Regulate the sale and use of electronic cigarettes, including banning the use of electronic cigarettes in all legislated smokefree areas (such as outdoor public sporting venues during underage sporting events).

The new laws apply from 1 August 2017.

For further information about the new laws, see the Victorian Department of Health website on Tobacco Reforms at:

<https://www2.health.vic.gov.au/public-health/tobacco-reform>

The Department of Health advises that the Victorian laws are a recommended minimum standard and your club's smokefree policy may stipulate further requirements in addition to the legislation.<sup>1</sup> For example, your club may decide to be completely smokefree at all times before, during and after any sporting event, regardless of whether the games are underage or not.

Sports clubs may be legally required by a local law, council policy or lease for council land to implement a smoking ban in outdoor areas at **all times**.





## WHY GOING SMOKEFREE OUTDOORS IS GOOD FOR YOUR SPORTING CLUB

For example, in October 2011, the City of Monash implemented a local law banning smoking on council land, including on sporting reserves and within 10 metres of council buildings. Check with your local council to determine the local laws around smoking.

In addition, sports clubs that are employers must provide a safe working environment under OH&S legislation. Under the *Occupational Health and Safety Act 2004 (Vic)*<sup>2</sup>:

- Employers have a duty to provide a safe and healthy working environment for employees. Safe Work Australia states in its *Guidance Note on the Elimination of Environmental Tobacco Smoke in the Workplace*<sup>3</sup> that the elimination of environmental tobacco smoke should be achieved by prohibiting smoking in the workplace, including areas where smoke can drift into workplaces;
- Employers have a duty to ensure that no person is exposed to risk to their health or safety arising from the employer's conduct, activities or operations.

Employers and occupiers also owe a duty of care under common law to take reasonable steps to protect the health and safety of employees and visitors to the venue.

### GOOD SPORTING VALUES

The goals of sport are fitness, fun, teamwork, community connectedness and participation, discipline and excellence. Smoking and its health effects are contrary to these goals.

Most parents don't want their children exposed to smoking, especially at places where their children go to play or watch sport, where they can be influenced by role models. Outdoor smokefree areas make smoking less visible and less socially acceptable and provide a healthy family friendly environment.

### ROLE MODELLING

One of the reasons young people start smoking is tied to the smoking behaviour of the important adults in their life.<sup>4</sup> Children learn from and imitate what they see. Many young people hold parents, teammates and coaches in high esteem and smoking around children sends the

message that smoking is okay. Prohibiting smoking when children are around helps to remove the social norm of smoking and helps to discourage children and young people from taking up smoking.

### SECONDHAND SMOKE AND HEALTH

Secondhand smoke causes early death and disease in children and in adults who do not smoke.<sup>5</sup> The more secondhand smoke to which you are exposed, the higher your risk of disease.<sup>6</sup> There is no known level of exposure to secondhand smoke that is free of risk.<sup>5</sup>

Secondhand smoke causes a number of diseases and conditions<sup>5</sup> including heart disease, stroke, lung cancer and irritation of the eyes and nose.<sup>7,8</sup> In children and infants, exposure to secondhand smoke can cause bronchitis, pneumonia, middle ear disease, worsening of asthma symptoms, poorer lung function and respiratory symptoms such as cough, wheeze, phlegm and breathlessness.<sup>5,7</sup>

### EXPOSURE TO SECONDHAND SMOKE IN OUTDOOR AREAS

There is now a growing body of evidence that demonstrates that outdoor secondhand smoke levels can be comparable to indoor levels under certain conditions.<sup>9-12</sup> A study which measured levels of cigarette smoke in a variety of outdoor locations showed that a non-smoker sitting near a person smoking in an outdoor area could be exposed to similar levels of cigarette smoke to those found in an indoor pub where smoking is allowed.<sup>13</sup>

Exposure to secondhand smoke increases when people are under an overhead cover, and as the number of nearby people who are smoking increases.<sup>12</sup> Therefore, in outdoor areas where people tend to gather, secondhand smoke may be a potential health risk to non-smokers.



## WHY GOING SMOKEFREE OUTDOORS IS GOOD FOR YOUR SPORTING CLUB

### IMPACT ON SMOKERS

There is evidence to suggest that smoking bans support smokers who are trying to quit as well as reduce their overall cigarette consumption.<sup>14,15,16</sup> Smokers trying to quit often have cravings when they are around other people who are smoking.<sup>17</sup> Smokefree areas remove these smoking cues for people trying to quit or those who have already quit.

### ENVIRONMENTAL IMPACTS

Cigarette butts are consistently one of the most common items found during Clean Up Australia Day.<sup>18</sup> Approximately 7 billion cigarettes are littered in Australia each year. Cigarette butts negatively impact the appearance of outdoor areas and also cause harm to the environment from the leaching of toxic chemicals.<sup>18</sup> Outdoor smoking bans may help to reduce the amount of cigarette butt litter and provide a substantial cost saving through reduced clean-up costs and reduced fire risk.

Discarded cigarette butts pose a risk to children's health due to swallowing discarded cigarette butts, which has the potential to cause vomiting and other symptoms of nicotine poisoning.<sup>19</sup>

### COMMUNITY SUPPORT

There is strong public support in Victoria for outdoor smokefree areas. A 2012 survey of Victorian adults<sup>19</sup> found that the majority of those surveyed supported smoking bans:

- at outdoor places where children are present – 82%
- at outdoor restaurant dining areas – 72%.

It is important to note that only 13 percent of Victorians smoke.<sup>20</sup> By implementing smokefree policies your club is meeting the needs of the majority of your members and their families.



# HOW TO IMPLEMENT SMOKEFREE BANS OUTDOORS

This section provides information on how to communicate and comply with existing legislation on smoking during organised underage sporting events. It also has information and guidelines to develop and implement a totally or partially smokefree policy for a club that goes beyond the legislation.

The Smokefree Sports Implementation Framework provides a step by step guide on how to implement your policy.

<http://www.quit.org.au/downloads/resource/communities/sporting/implementation-framework.pdf>

## 1. ASSESS THE CURRENT SITUATION

### Does your club currently have a smoking policy?

The legislative changes regarding banning smoking during underage sporting events are a good opportunity for your club to revisit its smoking policy or create a new one. The legislation for underage sporting events is a minimum standard, so your club may decide to take this opportunity to develop a policy that goes further than this required ban.

### Does your club want to go completely smokefree?

You may consider it more appropriate to take a phased-in approach, with the ultimate goal of going completely smokefree in future. By taking this approach you can designate some outdoor areas within your club grounds to be smokefree (regardless of whether adults or under 18s are playing).

To develop a completely smokefree policy it can help to conduct a survey of patrons and members to assess the number of smokers and non-smokers, general support for going completely smokefree in outdoor areas and identify any possible resistance to these changes. This may assist you to determine whether members are ready for a totally smokefree policy, or a phased-in approach.

You may find that mostly smokers complete the survey and express opposition. This shouldn't deter you from implementing a totally smokefree policy, rather it can be used to guide how you may communicate the reasons you are creating more smokefree areas and how to best implement the policy.

View the [sample club survey](#) for help in writing the survey.

### Does your club want to ban the use of electronic cigarettes?

Electronic cigarettes are products that are designed to deliver nicotine and/or other substances to the user via an electronically-generated vapour. They are designed to be used in a way that replicates the feeling and action of smoking traditional cigarettes.

From 1 August 2017, it will be illegal to use electronic cigarettes in legislated smokefree areas (including within 10 metres of an outdoor public sporting venue during an organised underage sporting event or training session).

Again, it is important to remember that the smokefree laws are a **minimum standard only**. Your sporting club may decide to ban the use of electronic cigarettes anywhere on its grounds and at all times (rather than just within 10 metres of an organised underage sporting event or training session). In addition, your sporting club may decide to ban the use of electronic cigarettes before 1 August 2017.

While they may not be as harmful as traditional cigarettes, a number of studies have shown that electronic cigarettes contain substances which have adverse health effects when inhaled (either directly or via secondhand vapour). In addition, because electronic cigarettes look a lot like traditional cigarettes, the use of electronic cigarettes could potentially give club members and visitors the impression that the use of traditional cigarettes is permitted in smokefree areas.

Quit Victoria therefore recommends that smokefree policies be extended to cover electronic cigarettes (even if the policy is implemented before 1 August 2017). In addition, we recommend that your sporting club adopt a smokefree policy which bans the use of electronic cigarette and traditional cigarettes anywhere on its grounds.



## HOW TO IMPLEMENT SMOKEFREE BANS OUTDOORS

### 2. DEVELOP YOUR SMOKEFREE POLICY AND GAIN SUPPORT FROM YOUR COMMITTEE

To comply with the current legislation it is important that you inform your committee members, club members, their families and any other users or affiliates of these changes. This ensures that people who attend events can abide by and help remind people of the laws.

If your club would like to go totally smokefree, place the smokefree policy on the agenda for the next committee meeting and highlight the reasons why your sporting organisation should move towards totally smokefree outdoor areas. Provide as much information as possible to members about the current legislation and reasons to go completely smokefree, including protecting children and families from secondhand smoke and reducing the role modelling of smoking to children. Refer to facts about secondhand smoke, role modelling and the law (found in the [Why go smokefree outdoors](#) section). Your committee meeting is also a good time to share the results of the smokefree survey of members and patrons.

#### Complying with current legislation

When writing the policy to meet current requirements, make sure that your club outlines its legal responsibilities to comply with the ban on smoking during organised underage sporting events as well as indoor smoking legislation.

[A sample policy can be found here.](#)

#### Going partially smokefree

If your club has decided to go partially smokefree, the following information would be useful to include in your policy.

- The reasons why your club is going partially smokefree. Be sure to highlight health reasons, the influence of role models and the need to create a healthy, family friendly environment.
- Clubs that wish to become partially smokefree should ensure all playing and viewing areas are completely smokefree, and maintain a single designated smoking area out of line of sight of the playing areas.

- It is important all viewing areas are smokefree, meaning all spectators can view the game without breathing in secondhand smoke.
- Ensure that the legal requirements are still met, as per the section above.
- Venues that do not have a defined boundary will need to communicate where the smokefree policy applies. The policy should cover all areas that any person is likely to be whilst participating in club activities.

The policy should also detail:

- when the policy comes into effect
- who is responsible for enforcing the policy
- what to do if people smoke in smokefree areas.

[View the sample partially smokefree outdoors club policy here.](#)

#### Going completely smokefree

If your club has decided to go completely smokefree, the following information would be useful to include in your policy.

- The reasons why your club is going completely smokefree. Be sure to highlight health reasons, the influence of role models and the need to create a healthy, family friendly environment.
- Ensure that the policy includes all areas within the outer boundary of the sporting ground including:
  - playing areas
  - eating areas
  - grandstands and spectator viewing areas
  - car parks
  - in vehicles that are within the boundary of the sporting ground (note that smoking is prohibited by Victorian law in vehicles where a person under the age of 18 years is present).

Venues that do not have a defined boundary will need to communicate where the smokefree policy applies.

The policy should cover all areas that any person is likely to be whilst participating in club activities.





## HOW TO IMPLEMENT SMOKEFREE BANS OUTDOORS

The policy should also detail:

- when the policy comes into effect
- who is responsible for enforcing the policy
- what to do if people smoke in non-smoking areas.

[View the sample completely smokefree outdoors club policy here.](#)

### **Finally, consider a compliance strategy to ensure everyone knows what is expected of them.**

Good communication is key to avoiding enforcement issues. If patrons are aware of the smokefree policy they are unlikely to smoke. If someone is smoking, approaching them and asking them if they are aware of the new bans, explaining the smokefree policy and letting them know where they can and can't smoke is normally all that is required. If a smoker does not wish to comply that's unfortunate but okay. Remember, your club is still smokefree (or partially smokefree) even if a small number of people choose to smoke where they are not allowed. Over time, a cultural change will ensure your venue remains smokefree.

[View \*How to approach non-compliance of your policy.\*](#)

### **3. COMMUNICATE YOUR POLICY**

Share the current legislation with your members, patrons and spectators so that they can comply with, and help remind people of this law during organised underage sporting events. It is important that everyone is aware of the law and what it requires.

If your club is going completely or partially smokefree, the timing and manner of the introduction of your policy is important.

Promote the policy's start date to all members, patrons, supporters and spectators. Giving advanced notice will allow people time to get used to the change and will help to avoid possible resistance.

It is also important to communicate key messages such as benefits to going smokefree, including protecting children and families from secondhand smoke and reducing the role modelling of smoking to children.

Consider using the following mediums to help promote the current legislation and your sporting organisation's new smokefree policy:

- club materials and newsletters
- websites
- pre and post-game, or competition speeches
- public announcements
- notice on membership application forms
- distribution of a sheet with commonly asked questions and answers
- an explanation by President, or Chairman, or Senior Coach to club members
- formal letters to captains, senior players, and other influential people in your sport organisation encouraging them to support the change and act as role models.

For assistance with promoting your smokefree policy with your local newspapers, [refer to the sample communication text for smokefree policies here.](#)

Different sporting and community groups who use your venue or facility must be informed of the new policy. It is important to start a conversation with the other user groups of your facility and work together to find solutions to any issues that arise.

Any lease or rental agreements that your sporting organisation has must acknowledge the smokefree policy and you should inform your local government or council if you are going completely smokefree. The sporting group using the club or association premises is responsible for the implementation of the policy; your club members do not need to be in attendance for it to apply.

If you are going totally smokefree, you may wish to also consult with neighbours to prepare for any potential problems such as littering.

Committee members and volunteers must also know about the new policy.

Manuals, handbooks and orientation programs should acknowledge the ban on smoking during organised underage sporting events as well as your organisation's policy on smoking. It is also a good idea to hold a training





# HOW TO IMPLEMENT SMOKEFREE BANS OUTDOORS

session to educate existing committee members and volunteers about these changes. Remember to:

- ensure all committee members and volunteers attend
- describe to committee members and volunteers the reasons why you are implementing outdoor smokefree areas (good role modelling for children and protection from secondhand smoke)
- describe the role that committee members and volunteers play in implementing the policy
- educate committee members and volunteers about the non-compliance strategy and what to do if someone breaches the policy
- remind committee members and volunteers that it is their role to point out that your sporting organisation has outdoor smokefree areas
- discuss the concerns and feelings of committee members
- remind committee members that management is ultimately responsible for writing, implementing and enforcing the policy
- remind committee members and volunteers that they will not be expected to enforce the legislation banning smoking at underage sporting events and may not be empowered to do so, although may still approach someone who is not following the policy.

With more places in peoples' work and social life becoming smokefree, some smokers may become motivated to quit. It is therefore important that they are informed of the availability of quit smoking support.

You can support staff and volunteers who want to stop smoking by:

- Providing a Quit pack (a free booklet containing information on how to stop smoking, call the Quitline on **13 7848** to obtain these) and leave brochures or flyers in the clubhouse.

You can encourage staff and volunteers who want to stop smoking to:

- call the Quitline 13 7848
- visit the Quit website [www.quit.org.au](http://www.quit.org.au)
- get support from QuitTxt or QuitCoach

For further information visit [www.quit.org.au](http://www.quit.org.au).

## 4. INSTALL SIGNAGE

*If your club is leasing the sports ground or facility, you may need to seek permission from the landlord to erect signage and butt bins.*

- Remove all butt bins away from smokefree areas. If going totally smokefree, remove all butt bins that are within the boundary of the sports ground/facility boundary. For clubs going partially smokefree, ensure butt bins are installed in your designated smoking area which is located out of line of sight of the playing areas. For examples of posters, brochures and signage go to the [Signage and Resources](#) section of this resource.
- Display 'no smoking' signs, posters, brochures and palm cards in prominent positions.
  - Signs, posters, brochures and palm cards can be ordered via an online order form at <https://www2.health.vic.gov.au/public-health/tobacco-reform/resources-and-fact-sheets-tobacco-reform>
  - No smoking signs can be ordered from the Department of Health by emailing: [tobacco.policy@dhhs.vic.gov.au](mailto:tobacco.policy@dhhs.vic.gov.au)
  - Children's area specific resources including signs, brochures, posters, palm cards and fact sheets are also available for download at <https://www2.health.vic.gov.au/public-health/tobacco-reform/smoke-free-areas/childrens-recreational-areas-smoke-free>

## 5. REVIEW YOUR POLICY

Set dates to review your smokefree policy. This is very important when the policy is first introduced. It is a good idea to review the policy six months after it has been introduced. Seek feedback on how the policy can be changed to make it more effective. Ask the following questions:

- Are people following the new policy?
- Are the no smoking signs effective?
- Is the non-compliance strategy working?
- What are the next steps the club can take to progress towards totally smokefree grounds?



# SAMPLE CLUB MEMBERS' SURVEY

## SAMPLE CLUB MEMBERS' SURVEY

State legislation currently bans smoking in clubrooms, and within 10 metres of playgrounds and outdoor sporting venues during junior events. **[Insert club name]** is looking to become a smokefree club to ensure we comply with these requirements, and create a healthier club environment. We want to hear how this may affect you. To help us develop a fair policy, please take a few minutes to complete this survey and return it to **[contact person or location]**.

Your response is completely confidential and you do not need to give your name or any other personal details on this form.

### 1. Do you smoke?

- Yes
- No

### 2. Are you bothered or affected by tobacco smoke at our club?

- Yes
- No

If 'Yes', please list any ways in which you are bothered or affected including physical symptoms if relevant.

---

---

If 'Yes', at which places on club grounds are you affected by smoke?

---

---

### 3. Which locations do you think should be made smokefree? Please tick as many as you like.

- Car parks
- Outdoor spectator areas
- Outdoor covered areas
- Outdoor dining areas
- Within 5 metres of building entrances
- Entire site
- Other: \_\_\_\_\_

### 4. How do you feel about not allowing our club members and officials to smoke while in official club capacity and/or while in club uniform at both home and away games?

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree

Comment: \_\_\_\_\_

---

---





# SAMPLE CLUB POLICY - MEETING EXISTING LEGISLATION

## SAMPLE CLUB POLICY - FOR SPORTS CLUBS WANTING TO IMPLEMENT EXISTING LEGISLATION

### RATIONALE

The *Tobacco Act 1987* (Vic) bans smoking in indoor workplaces and within 10 metres of an outdoor public sporting venue during an organised underage sporting event or training session. A 'sporting venue' includes:

- a playing field
- a track
- an arena
- a court or rink
- any permanently or temporarily erected public seating at the venue
- any seating, marshalling area, warm-up area, podium or other part of the venue reserved for the use of competitors or officials, and any part of the venue used to conduct the actual organised underage sporting event.

An 'organised underage sporting event':

- is planned in advance
- is organised or intended for, or predominantly participated in by, persons under the age of 18 years
- is conducted according to established rules by a professional or amateur sporting body or by an educational institution
- may be a one-off event or part of a series of events.

In addition, from 1 August 2017, it will be illegal to use electronic cigarettes in legislated smokefree areas. Playgrounds are also now permanently smokefree.

Accordingly, the following policy has been developed by **[name of club]**.

### WHO IS AFFECTED BY THE POLICY?

The policy applies to all members, administrators, officials, coaches, players, spectators, visitors and volunteers of the **[name of club]**, while an organised underage sporting event or training session is taking place.

### TIMING

The policy is effective from [date].

### SMOKEFREE AREAS

Victorian legislation requires that smoking be banned during all organised underage sporting events. This includes:

- within 10 metres of a sporting venue that is an outdoor public place during an organised underage sporting event
- during training or practice sessions to prepare for an organised underage sporting event, and breaks or intervals during the course of the event, training session or practice session
- outdoor dining and drinking areas that are within 10 metres of an outdoor public sporting venue.

#### **[where the club has the means to do so:]**

Smokefree areas will be clearly signed and promoted in club materials.

### REMOVING THE SOCIAL NORM OF SMOKING FOR JUNIOR PLAYERS

Members and guests of **[name of club]** are to refrain from smoking during organised underage sporting events, including at away games.

Smoking is prohibited in all spectator areas during organised underage events.

### POSITION ON ELECTRONIC CIGARETTES

Electronic cigarettes may be harmful to users and to those exposed to secondhand vapour.

In addition, the use of electronic cigarettes may give children and young adults the impression that smoking is a normal or desirable behaviour.

This policy therefore applies to both electronic cigarettes and traditional cigarettes. Electronic cigarettes are not permitted to be used in any of the smokefree areas referred to in this policy.





# SAMPLE CLUB POLICY - MEETING EXISTING LEGISLATION

## SUPPORTING MEMBERS WHO SMOKE

**[Name of club]** will promote the Quitline on club materials.

## FOLLOWING THE POLICY

There is strong community support for banning smoking at public places regularly attended by children. This means most people will voluntarily comply with the smoking ban and expect others to do so. Please note that committee members and volunteers will not be expected to enforce the new legislation banning smoking at underage sporting events and are not empowered to do so although they may still approach someone who is not following the policy.

When approaching a person who is smoking in a non-smoking area:

1. assume that the person is unaware of the policy
2. politely ask them to refrain from smoking [or move to the designated smoking area] and remind them about the smokefree legislation.

## SALE OF TOBACCO PRODUCTS

The **[name of club]** will not sell tobacco products.

## POLICY REVIEW

This policy will be reviewed six months after its introduction and then on an annual basis thereafter. This will ensure that the policy remains current and practical.



## SAMPLE CLUB POLICY - PARTIALLY SMOKEFREE

### SAMPLE CLUB POLICY - FOR SPORTS CLUBS WANTING TO IMPLEMENT A PARTIAL BAN ON SMOKING

#### RATIONALE

Legislation and the legal duty of care provide clear reasons to have smokefree areas at sporting clubs. Going partially smokefree will help our club comply with these responsibilities and provide a healthier club environment.

- **The Tobacco Act 1987 (VIC):** bans smoking in indoor workplaces and within 10 metres of an outdoor public sporting venue during an organised underage sporting event or training session. Playgrounds are also now permanently smokefree. In addition, from 1 August 2017, it will be illegal to use electronic cigarettes in legislated smokefree areas.
- **Common law:** the club has a legal duty to ensure that employees, volunteers, members, spectators, players, officials and visitors are not exposed to potentially harmful situations.
- **Role modelling:** can have a significant impact on the junior members of the club. A smokefree policy can make smoking less visible and less socially acceptable, whilst creating a healthier and more attractive environment for new members and sponsors.
- **Effects on others:** Secondhand smoke is considered irritating and harmful to the health of other people, even when outdoors. Children may be at risk of swallowing discarded cigarette butts, which may cause symptoms of nicotine poisoning such as vomiting.
- **Smokefree areas:** may support people who are trying to quit or reduce their cigarette consumption. They also help reduce cigarette butt litter and reduce fire risks.

Accordingly, the following smokefree policy has been developed by **[name of club]**.

#### WHO IS AFFECTED BY THE POLICY?

The policy applies to all members, administrators, officials, coaches, players, spectators, visitors and volunteers of the **[name of club]**.

#### TIMING

The policy is effective from **[date]**.

#### SMOKEFREE AREAS

As a partially smokefree club, all playing and viewing areas are completely smokefree, with a single designated smoking area located **[insert location here]**.

This is an extension on the existing legislation.

#### **[where the club has the means to do so]**

Smokefree areas will be clearly signed and promoted in club materials. Smokers will need to use the designated smoking area to smoke. This ensures that everyone who attends the event will be able to play or watch in a smokefree environment.

#### POSITION ON ELECTRONIC CIGARETTES

Electronic cigarettes may be harmful to users and to those exposed to secondhand vapour.

In addition, the use of electronic cigarettes may give children and young adults the impression that smoking is a normal or desirable behaviour.

This policy therefore applies to both electronic cigarettes and traditional cigarettes. Electronic cigarettes are not permitted to be used in any of the smokefree areas referred to in this policy.

#### REMOVING THE SOCIAL NORM OF SMOKING FOR JUNIOR PLAYERS

Members and guests of **[name of club]** are to refrain from smoking in smokefree areas including at away games.

Smoking is prohibited in all smokefree areas. Smoking is allowed in the designated smoking area.



## SAMPLE CLUB POLICY - PARTIALLY SMOKEFREE

### SUPPORTING MEMBERS WHO SMOKE

**[Name of club]** will promote the Quitline on club materials.

### FOLLOWING THE POLICY

There is strong community support for banning smoking at public places regularly attended by children. This means most people will voluntarily comply with the smoking ban and expect others to do so. Please note that committee members and volunteers will not be expected to **enforce** the new policy and may not be empowered to do so although they may still approach someone who is not following the policy.

When approaching a person who is smoking in a non-smoking area:

1. assume that the person is unaware of the policy
2. politely ask them to refrain from smoking [or move to the designated smoking area] and remind them about the policy.

### SALE OF TOBACCO PRODUCTS

The **[name of club]** will not sell tobacco products.

### POLICY REVIEW

This policy will be reviewed six months after its introduction and then on an annual basis thereafter.

This will ensure that the policy remains current and practical.



# SAMPLE CLUB POLICY - COMPLETELY SMOKEFREE

## SAMPLE SMOKEFREE POLICY – FOR SPORTS CLUBS WANTING TO IMPLEMENT A COMPLETE BAN ON SMOKING

### RATIONALE

Legislation and the legal duty of care provide clear reasons to have a completely smokefree club. Going completely smokefree will help our club comply with these responsibilities and provide a healthier club environment.

- **The Tobacco Act 1987 (VIC):** bans smoking within 10 metres of an outdoor public sporting venue during an organised underage sporting event or training session. Playgrounds are also now permanently smokefree. In addition, from 1 August 2017, it will be illegal to use electronic cigarettes in legislated smokefree areas.
- **Common law:** the club has a legal duty to ensure that employees, volunteers, members, spectators, players, officials and visitors are not exposed to potentially harmful situations.
- **Role modelling:** can have a significant impact on the junior members of the club. A smokefree policy can make smoking less visible and less socially acceptable, whilst creating a healthier and more attractive environment for new members and sponsors.
- **Effects on others:** Secondhand smoke is considered irritating and harmful to the health of other people, even when outdoors. Children may be at risk of swallowing discarded cigarette butts, which may cause symptoms of nicotine poisoning such as vomiting.
- **Smokefree areas:** may support people who are trying to quit or reduce their cigarette consumption. They also help reduce cigarette butt litter and reduce fire risks.

Accordingly, the following smokefree policy has been developed by **[name of club]**.

### WHO IS AFFECTED BY THE POLICY

This policy applies to all members, administrators, officials, coaches, players, spectators, visitors and volunteers of the **[name of club]** at all times.

### TIMING

The policy is effective from **[date]**.

### SMOKEFREE AREAS

The **[name of club]** requires the entire area of the **[name of sporting ground/facility]** to be smokefree.

This includes:

- all indoor areas (Victorian legislation states that enclosed workplaces must be smokefree)
- all outdoor playing/training/dining/drinking areas
- spectator viewing areas
- car parks
- in vehicles that are within the boundary of the sporting ground.

Where possible, the smokefree status of our club will be clearly signed at the entrance to, and within the club grounds.

The smokefree status of the club will be promoted in club materials from time to time.

### POSITION ON ELECTRONIC CIGARETTES

Electronic cigarettes may be harmful to users and to those exposed to secondhand vapour.

In addition, the use of electronic cigarettes may give children and young adults the impression that smoking is a normal or desirable behaviour.

This policy therefore applies to both electronic cigarettes and traditional cigarettes. Electronic cigarettes are not permitted to be used in any of the smokefree areas referred to in this policy.

### REMOVING THE SOCIAL NORM OF SMOKING FOR JUNIOR PLAYERS

Members of **[name of club]** are to refrain from smoking while they are acting in an official capacity for the club or while in club uniform, including at away games.





## SAMPLE CLUB POLICY - COMPLETELY SMOKEFREE

### SUPPORTING MEMBERS WHO SMOKE

**[Name of club]** may on occasion promote smoking cessation resources such as the Quitline on club materials.

### FOLLOWING THE POLICY

There is strong community support for banning smoking at public places regularly attended by children. This means most people will voluntarily comply with the smoking ban and expect others to do so. Please note that committee members and volunteers will not be expected to **enforce** the new policy and may not be empowered to do so, although they may still approach someone who is not following the policy.

When approaching a person who is smoking in a non-smoking area:

1. assume that the person is unaware of the policy
2. politely ask them to refrain from smoking and remind them about the smokefree policy.

### SALE OF TOBACCO PRODUCTS

The **[name of club]** will not sell tobacco products.

### POLICY REVIEW

This policy will be reviewed six months after its introduction and then on an annual basis thereafter. This will ensure that the policy remains current and practical.



## SAMPLE COMMUNICATION TEXT

The following paragraphs and statements can be used by your club to help communicate your new smokefree policy to your members, participants, officials and spectators. Don't forget to contact your leagues and opponents to let them know too.

**[Insert club name]** goes smokefree

- Even though smoking is banned within 10 metres of underage sporting events, **[insert club name here]** has gone one step further and banned smoking anywhere within club grounds at all times.
- **[insert club name here]** President, [insert name here], said the club's new smokefree policy would protect children, families and visitors from secondhand smoke and reduces the role modelling of smoking to children.
- "Role modelling smoking can have a significant impact on junior members and a smokefree club makes smoking less visible and socially acceptable to the many kids that play at and visit our club," s/he said.
- Mr/Mrs/Miss **[insert name here]** said the smokefree policy highlighted the club's commitment to its players and the wider community and to provide a healthier, family friendly environment.
- "This is a great way for us to continue supporting the **[insert place]** community and to give both our players and spectators the best opportunity to lead a healthy lifestyle," s/he said.
- The club committee has resolved that the smokefree policy be introduced on **[insert date here]**. If any members have any queries about the new policy, please contact **[insert contact details here]**
- The **[insert club name here]** will be removing cigarette butt bins from the venue and smokers will be required to leave the venue to smoke;
- OR, The **[insert club name here]** have removed cigarette butt bins from all areas except the new designated smoking area located **[insert location here]**.

- If you would like to quit, or know someone who would like to quit, Quit resources will be provided in the clubhouse.
- Remember, you can call the Quitline at 13 7848 if you would like support to quit.
- **[insert club name]** star player [insert name] said sport encourages health and fitness; smoking just didn't mix and shouldn't be associated with sport.
- "There's no way you can be at your best on the field if you're struggling to breathe after a cigarette," he said.
- "If we can promote the smokefree message off-field, young players are going to perform better on field and the whole community will be healthier for it."
- The majority of smokers want to give up, and **[insert club name]** adopting a smokefree policy is helping to reduce the amount of triggers smokers face on a daily basis. This can only be a good thing for our club and our community.

For more information, contact **[insert position]** **[insert contact name]** at **[email]**

**Please note: this communication template has been provided to clubs to adapt for their own use in raising awareness about the smokefree policy at their club.**



## SIGNAGE AND RESOURCES

### RESOURCES AVAILABLE FROM THE DEPARTMENT OF HEALTH

Signs, posters, brochures and palm cards can be ordered via an online order form at <https://www2.health.vic.gov.au/public-health/tobacco-reform/resources-and-fact-sheets-tobacco-reform>

\*Please note, the fact sheets are also available in Arabic, Chinese, Vietnamese, Karen and Dari



No smoking signs can be ordered by emailing [tobacco.policy@dhhs.vic.gov.au](mailto:tobacco.policy@dhhs.vic.gov.au)



Children's area specific resources including signs, brochures, posters, palm cards and fact sheets are also available for download at <https://www2.health.vic.gov.au/public-health/tobacco-reform/smoke-free-areas/childrens-recreational-areas-smoke-free>

\*Please note, the fact sheets are available in Simplified Chinese, Arabic, Dari, Karen and Vietnamese.

If clubs wish to implement their own total ban on smoking, a standard no smoking sign (without reference to the *Tobacco Act 1987* and 'penalties may apply') in a Word or PDF format is available by contacting [tobacco.policy@dhhs.vic.gov.au](mailto:tobacco.policy@dhhs.vic.gov.au).

### RESOURCES AVAILABLE FROM QUIT VICTORIA



Quit Victoria are supporting the Department of Health with additional signage that can be downloaded from Quit Victoria's website [www.quit.org.au/sporting-group/resources-and-signage](http://www.quit.org.au/sporting-group/resources-and-signage)



## REFERENCES

1. Department of Health (Victoria). Ban on smoking during underage sporting events. Information for sporting organisations and clubs. Melbourne, Australia: Victorian Government; 2014. Available at: <https://www2.health.vic.gov.au/public-health/tobacco-reform/smoke-free-areas/childrens-recreational-areas-smoke-free/underage-sporting-events-smoke-free>. Accessed 10 November, 2016.
2. Occupational health and Safety Act 2004. Melbourne, Australia: Victorian Government. Available at [http://www.legislation.vic.gov.au/domino/web\\_notes/ldms/pubstatbook.nsf/f932b66241ecf1b7ca256e92000e23be/750e0d9e0b2b387fca256f71001fa7be/\\$file/04-107a.pdf](http://www.legislation.vic.gov.au/domino/web_notes/ldms/pubstatbook.nsf/f932b66241ecf1b7ca256e92000e23be/750e0d9e0b2b387fca256f71001fa7be/$file/04-107a.pdf) Accessed 10 November, 2016.
3. Safe Work Australia. Guidance Note for the Elimination of Environmental Tobacco Smoke in the Workplace. Canberra: Safe Work Australia; 2003. Available at: <http://www.safeworkaustralia.gov.au/sites/swa/about/publications/pages/gn2003eliminationoftobaccosmoke>. Accessed 10 November, 2016.
4. Winstanley M, Wood L, Letcher T, Purcell K, Scollo M, Greenhalgh EM. Chapter 5. Influences on the uptake and prevention of smoking. In: Scollo M, Winstanley M, eds, editors. Tobacco in Australia: Facts and Issues. 5th ed. Melbourne: Cancer Council Victoria; 2014. Available at: <http://www.tobaccoinustralia.org.au/chapter-5-uptake>. Accessed 7 November, 2016.
5. U.S. Department of Health and Human Services. The health consequences of involuntary exposure to tobacco smoke: a report of the Surgeon General. [Atlanta, Ga.]: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health; 2006.
6. United States. Surgeon-General's Office. United States. Office on Smoking and Health. The health consequences of involuntary smoking : a report of the Surgeon General. Rockville, Md.: United States. Public Health Service. Office on Smoking and Health; 1986.
7. California Environmental Protection Agency. Air Resources Board. Office of Environmental Health Hazard Assessment. Proposed identification of Environmental Tobacco Smoke as a toxic air contaminant : as approved by the Scientific Review Panel on June 24, 2005. Part B: Health effects. Sacramento, Calif: California EPA; 2005.
8. United States. Dept. of Health and Human Services. The health consequences of smoking - 50 years of progress: a report of the Surgeon General. Rockville, MD: U.S. Dept. of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health; 2014. Available at: <http://www.surgeongeneral.gov/library/reports/50-years-of-progress/index.html>. Accessed 10 November, 2016.
9. Repace J. Banning outdoor smoking is scientifically justifiable. *Tob Control* 2000;9(1):98.
10. Boffi R, Ruprecht A, Mazza R, Ketzler M, Invernizzi G. A day at the European Respiratory Society Congress: passive smoking influences both outdoor and indoor air quality. *Eur Respir J* 2006;27(4):862-3.
11. Brennan E, Cameron M, Warne C, Durkin S, Borland R, Travers MJ, et al. Secondhand smoke drift: examining the influence of indoor smoking bans on indoor and outdoor air quality at pubs and bars. *Nicotine Tob Res* 2010;12(3):271-7.
12. Cameron M, Brennan E, Durkin S, Borland R, Travers MJ, Hyland A, et al. Secondhand smoke exposure (PM2.5) in outdoor dining areas and its correlates. *Tob Control* 2010;19(1):19-23.
13. Klepeis NE, Ott WR, Switzer P. Real-time measurement of outdoor tobacco smoke particles. *J Air Waste Manag Assoc* 2007;57(5): 522-34.
14. Frazer K, McHugh J, Callinan JE, Kelleher C. Impact of institutional smoking bans on reducing harms and secondhand smoke exposure. *The Cochrane Database of Systematic Reviews* 2016(5):CD011856. Available at: <http://onlinelibrary.wiley.com/doi/10.1002/14651858.CD011856.pub2/full>. Accessed 7 November, 2016.
15. IARC Working Group on the Evaluation of the Effectiveness of Smoke-free Policies. Evaluating the effectiveness of smoke-free policies. IARC Handbooks of Cancer Prevention, Tobacco Control. Lyon, France: International Agency for Research on Cancer; 2009.
16. Alexander M. What helped recent quitters in Victoria to quit: Findings from the Victorian Smoking and Health Surveys. Melbourne, Australia: Centre for Behavioural Research in Cancer, Cancer Council Victoria; 2012.
17. O'Connell KA, Shiffman S, Decarlo LT. Does extinction of responses to cigarette cues occur during smoking cessation? *Addiction* 2011;106(2):410-7.
18. Clean Up Australia. Cigarette Butts Fact Sheet 2015. Darlinghurst, NSW: Clean Up Australia Ltd; 2015. Available from: [www.cleanup.org.au/files/clean\\_up\\_australia\\_cigarette\\_butts\\_factsheet.pdf](http://www.cleanup.org.au/files/clean_up_australia_cigarette_butts_factsheet.pdf). Accessed 10 November, 2016.
19. Winstanley M, Greenhalgh EM, Bellew B, Ford C, Briffa T, Hurley S, et al. Chapter 3. The health effects of active smoking. In: Scollo MM, Winstanley MH, eds, editors. Tobacco in Australia: Facts and Issues. Melbourne: Cancer Council Victoria; 2015. Available at [www.tobaccoinustralia.org.au/chapter-3-health-effects](http://www.tobaccoinustralia.org.au/chapter-3-health-effects).
20. Bain E. and Durkin S. Attitudes towards smoking at outdoor areas: Findings from the Victorian Smoking and Health surveys. Melbourne: Centre for Behavioural Research in Cancer, Cancer Council Victoria; 2013.
21. Australian Institute of Health and Welfare. National Drug Strategy Household Survey detailed report 2013. Canberra: AIHW; 2014. Report No.: Drug statistics series no. 28. Cat. no. PHE 183. Available at <http://www.aihw.gov.au/publication-detail/?id=60129549469>. Accessed 17 November, 2016.