

Steps to implement “Smoke Free Environments”

for senior clubs

✓ Smoke Free Charter

Place charter in club room

A laminated charter has been provided to your club for you to display in your club rooms

More copies of the charter can be obtained from Andie Murphy: amurphy@phcn.vic.gov.au

✓ Smoke Free Policy

Choose policy 1 or 2

Policy 1: This policy applies to a completely smoke free environment; this would mean no designated smoking areas at all. Your club would be completely smoke free

Policy 2: This policy allows for a designated smoking area, this would mean the club assigns an area away from the ground and rooms as a designated smoking area

✓ Confirmation

Confirm policy in place

Ensure you have buy in from club committee & coaching staff to assist with the roll out

This is not a job for one person

✓ Website

Place policy on website

Promote the smoke free policy in the news section of your website

Upload the policy to club documents section

✓ Communicate

Communicate policy with all club member

Promote the smoke free policy via newsletters, emails, team app, Facebook and Twitter if club has an account

Another good option is to encourage all players and official to spread the word amongst their families and friends

✓ Committee meeting

Agenda SF policy to committee meeting

During implementation and roll out of the smoke free policy it would be a good idea for clubs to have the policy as a standing agenda item

<p>✓ Reminders</p>	<p>Start to use newsletters to regularly remind members of the smoke free policy</p> <p>A simple line “proud to be smoke free” can be added to club email signatures</p> <p>The main blurb has been supplied for you to cut in past in to a newsletter</p> <p>You can revisit promoting this in cases where you need to remind members</p>
<p>✓ Smoke Free Signage</p>	<p>Install smoke free signage</p> <p>Main viewing area of oval, front gate, entrances to buildings, entrances to children’s playing areas, canteens, bars and outdoor club room standing or seating.</p> <p>A template has been supplied with this document.</p> <p>Frankston City Council and Mornington Peninsula Shire can assist with more permanent signage</p>
<p>✓ Wellbeing officers</p>	<p>Wellbeing officers</p> <p>It would be a good idea if clubs consider appointing a nominated wellbeing officer</p> <p>This officer can be the go to person for all health initiatives</p>
<p>✓ Quit Smoking Support Services</p>	<p>Quit Smoking Support Services</p> <p>A template brochures has been supplied with this document or brochures are also available from Andie Murphy amurphy@phcn.vic.gov.au</p>
<p>✓ Review</p>	<p>Review</p> <p>Keep notes of any big wins or comments (positive &/or negative) on the roll out</p> <p>Have committee review this policy annually</p>
<p>✓ Feedback</p>	<p>Feedback</p> <p>Feel free to feedback on this process to Andie Murphy amurphy@hcn.vic.gov.au</p>