

JC Vaping- Staff Guidance

JC now has a vape and has since began asking for staff who smoke to be able to smoke with her, this is **NOT** allowed by any means. This is staff's breaks, it also breaks professional boundaries.

Staff can stand with JC while she vapes, but are not permitted to smoke themselves- doing this will lead to disciplinary action - this has been explained to JC, staff may have to re-explain this if JC asks for this to happen.

Staff are not permitted to have anything to do with JC vape- this means we can not buy any liquids or anything to do with the vape- JC knows this but may need to be reminded as she may try to get staff to buy this. Staff may also need to remind JC that it is illegal for her to try buy anything and that she has an agreement with mum which is to be followed to try minimise JC using her vape too much.

JC is not allowed to smoke in the house, staff need to remind JC of this and that there will be consequences if this doesn't get followed.

Staff should remind JC that this is in the tenancy agreement, but that it is also not fair on staff who do not smoke- or that staff may have health conditions that this will affect.

Can staff please sign this and make sure this is followed at all times.

Thank you.