



No Smoking, Alcohol and Drugs Policy

Policy statement

Denmead Day Care are non-smoking environments; we believe children must have the right to breathe clean air in the environment they play in.

Procedures

- All staff, parents and volunteers are made aware of our no-smoking policy.
- We display no-smoking signs.
- Staff who smoke do not do so during working hours. Unless on a break and off the premises. Not outside the building.
- Staff who smoke during their break will make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues. Therefore staff should not be smoking in their uniform and make every effort to have fresh breath and wash their hands when they return to work.
- If we discover that a child has cigarettes in their possession whilst at the setting, we will confiscate the cigarettes and notify their parent or carer.

Alcohol

- Anyone who arrives at work clearly under the influence of alcohol will be asked to leave immediately. If it is a member of staff, disciplinary will follow.
- If we discover that a child has alcohol in their possession whilst at the setting, we will confiscate it and notify their parent or carer.
- Staff will be asked not to bring alcohol onto the premises unless it is part of a prize/gift.

Drugs

- Anyone who arrives under the influence of illegal drugs will be asked to leave immediately. If it is a member of staff, disciplinary procedures will follow.
- If we discover illegal drugs on a child whilst at the setting we will confiscate it and notify the parents/carer.
- If a member of staff is taking prescription drugs that may affect their ability to function effectively, they must inform the Manager as soon as possible and seek medical advice. The Manager will then complete a risk assessment. Staff medication on the premises will be stored securely and out reach of children at all times.

Safeguarding children

All members of staff have a duty to inform the Manager and the Lead Safeguarding Practitioner (LSP) if they believe a parent or carer is a threat to the safety of a child due their being under the influence of alcohol or illegal drugs when they drop off or collect their child. The Manager and LSP will decide upon the course of action.

If a parent or carer is clearly over the limit with alcohol or under the influence of illegal drugs, staff will do their utmost to prevent the child from travelling in a vehicle driven by them. If necessary the police will be called.

NB

Please note if parents/carers try to get into a car under the influence of drugs/alcohol it is our Duty of Care to contact the police and Children's Services.

Please note if parents/carers take a child whilst under the influence of drugs/alcohol then we will contact Children's Services and the police

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