Fledglings Day Nursery

# No-smoking, Alcohol and Drugs Policy

Date Reviewed: August 2023

Review Due: August 2024

Reviewed by: Miss A West

## 1 Introduction

The welfare and safeguarding requirements of the revised EYFS (Sept 2014) states that *“Practitioners must not be under the influence of alcohol or any other substance which may affect their ability to care for children”* and that the school/setting *“must have a no smoking policy, and must prevent smoking in a room, or outside play area, when children are present or about to be present”.*

## 2 Aims and objectives

The aim of this policy is to make clear that the possession or use of cigarettes, alcohol or illegal drugs on our premises is prohibited at all times.

The objective of this policy is that all staff and parents/carers understand and comply fully with the statutory requirements.

## 3 No smoking

We as a provider fully recognise:

* our duty of care to our children to promote health education, social awareness, concern for others and good standards of behaviour;
* our commitment to safeguard and promote the welfare of children;
* the legislation relating to smoking, alcohol or illegal drugs on the school/setting premises.

**3.1** Children’s health and well-being is of the utmost importance to us. Smoking is a proven health risk and therefore, in accordance with legislation, we operate a strict no smoking policy within our school/setting.

**3.2** To support our policy we will ensure that:

* all staff, parents/carers and volunteers are made aware of our no smoking policy;
* we display no smoking signs;
* staff who smoke are not permitted to do so during working hours unless on a break and off the premises;
* staff who smoke during their break are required to make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues;
* staff who are accompanying children outside the school/setting are not permitted to smoke.

## 4 Alcohol and drugs

Our school/setting has a policy that no alcohol or illegal drugs are to be consumed on the premises.

**4.1** When working directly with children, staff and visitors must not be under the influence of alcohol or illegal drugs.

**4.2** To support our policy we will ensure that:

* anyone who is suspected of having arrived at work under the influence of alcohol or illegal drugs will be taken aside by a member of the senior management team who will express their concern to the individual;
* if suspicions are confirmed, the individual will be immediately sent home until the next day;
* on return to work the individual will be appropriately disciplined following set disciplinary procedures. This is considered gross misconduct and could result in instant dismissal;
* any visitors found to be under the influence of alcohol or illegal drugs will be excluded from the school/setting and the matter referred to ISI and Ofsted;
* if a member of staff has good reason to suspect that a parent/carer is under the influence of alcohol or illegal drugs when they drop off or collect their child, to the extent that the safety of the child is threatened, they have a duty to inform the headteacher/manager or member of the senior management team and act according to the provisions of the Safeguarding and welfare policy;
* the headteacher/manager or member of senior management will then be responsible for deciding upon the appropriate course of action, ensuring that the safety and protection of the child remains paramount at all times;
* staff will make all possible efforts to ensure that children are not allowed to travel in a vehicle driven by someone who is clearly over the legal alcohol limit. Where an illegal act is suspected to have taken place, the police will be called.

## 5 Medication

**5.1** Staff taking medication that may affect their ability to care for children should seek medical advice before working with children.

**5.2** The headteacher/manager or member of the senior management should be informed of any medication being taken which may give cause for concern.

**5.3** Staff will keep all medication locked in their lockers and take as prescribed while at work.

## 6 Monitoring and review

This policy was agreed and implemented in August 2023 and is due for review in August 2024.

There will be ongoing monitoring of this policy as some aspects may require amending/updating before the review date should there be any incidents which take place relating to it that give cause for concern.

**Name: Miss A West**

**Signed: A West**

**Date: August 2023**