

SMOKING, ALCOHOL & OTHER SUBSTANCES POLICY

Safeguarding and Welfare Requirements: Safeguarding & Promoting Welfare

The provider must promote the good health of the children. Providers must ensure that children are in a smoke-free environment. When working directly with children, practitioners must not be under the influence of alcohol or any other substance which may affect their ability to care for children.

POLICY STATEMENT

We believe that the health and safety of all the children who attend our Pre-school is of paramount importance. We aim to provide a safe and healthy environment for children and adults. This policy applies to all adults within the setting without exception. Access to the Pre-school may be denied to any person breaching it.

Smoking

We acknowledge the generally accepted theory in relation to the potential detrimental effect on health from both active smoking and from passive smoking. In compliance with guidance outlined in the Statutory Framework for the Early Years Foundation Stage we abide by a no smoking policy, both inside and outside the premises, which is adhered to even when there are no children present. No smoking signs are displayed. Staff, students, parents and visitors are made aware that the setting is a 'No Smoking' area.

E-cigarettes are also not permitted to be used on the premises.

Staff are made aware that failure to adhere to this policy and procedures may result in disciplinary action.

Information on where to get help to stop smoking is made readily available to all adults on request.

Alcohol

The bringing of alcohol onto the premises, without prior permission of the Pre-school Manager is strictly forbidden. We ask that if you have purchased alcohol on the way to the setting you refrain from bringing it onto the premises. Any alcoholic gifts received by staff will be kept out of reach of the children in the office.

The consumption of alcohol outside of working hours is a personal and private matter. However, all adults working or volunteering in the setting, who consumed alcohol during the previous evening, should bear in mind the length of time it takes for alcohol to be processed by the body. All adults in contact with the children in the setting should ensure that they are not under the influence of alcohol during working hours.

Illegal Substances

The taking or possession of illegal substances during working hours constitutes gross misconduct and will result in immediate dismissal.

Prescribed Drugs

If it is necessary to take prescribed during work hours, the Pre-school Manager should be informed upon arrival at work. Arrangement should be made for safe storage out of the reach of children.

Non-Prescribed Drugs

If it is necessary to have non-prescribed drugs, they should be kept out of the reach of children with your personal belongings in the Office. [Medication should be taken out of sight of the children.](#)



All Policies to be reviewed annually.

Acceptance of Policy

APPROVAL	AGREED
Signature:	Signature:
Name & Position: Rachael Richards - Manager	Name & Position: On behalf of the committee
Date:	Date:

Review Record

Reviewed by:	Position:	Date:
Reviewed by:	Position:	Date:
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