



## **DRUGS AND ALCOHOL POLICY**

Reviewed March 2022

At **Playtime Day Nursery** we are committed to providing a safe environment that helps to ensure the welfare of the children in our care. This includes making sure that children are not exposed to adults who may be under the influence of alcohol or other substances that may affect their ability to care for children.

- In the event of a member of staff, volunteer or student coming into the setting under the influence of alcohol and drugs, they will be asked to leave the setting immediately and management would consider disciplinary procedures/dismissal of employment.
- Dismissal of placement from students and volunteers will be issued straight away and college/school will be contacted.
- The nursery will contact the police if anyone (including staff, students, volunteers, contractors and visitors) is suspected of being in possession of illegal drugs or if they are driving or may drive when under the influence of illegal drugs or Alcohol.
- If a child was found with drugs or alcohol on them whilst on nursery premises the parent will be called straight away and will be asked to come into the nursery for a meeting with the management team.
- If the nursery suspects that an illegal act has taken place management will call the police.
- Everything will be recorded and stored on file.
- Management/CPLO will seek advice from the setting adviser or SPA team for advice on whether to make an official referral to Safeguarding.
- Staff are to ensure that they make management aware of any medication that they are taking. They are to record the name of the medication, dosage. On a staff medication policy. This will then be kept in the practitioner's personal file.



- Staff will be sent home if the medication they are on will impair their ability to look after children, they will not be able to return to work until the medication is finished.

## **Alcohol**

Under the Health and Safety at Work Act 1974, companies have a legal requirement to provide a safe working environment for all of their employees.

If they are a parent the nursery will judge if the parent is suitable to care for the child. The nursery may call the second contact on the child's registration form to collect them.

If a child is thought to be at risk the nursery will follow the safeguarding children/child protection procedure and the police/children's social services may be called.

If anyone arrives at the nursery in a car under the influence of alcohol the police will be contacted.

Staff, students, parents, carers, visitors, contractors etc. are asked not to bring alcohol on to the nursery premises.

## **Substance misuse**

Anyone who arrives at the nursery under the influence of illegal drugs, or any other substance including medication, that affects their ability to care for children, will be asked to leave the premises immediately.

If they are a member of staff, an investigation will follow which may lead to consideration of disciplinary action, as a result of which dismissal could follow.

If they are a parent the nursery will judge if the parent is suitable to care for the child. The nursery may call the second contact on the child's registration form to collect them.

If a child is thought to be at risk the nursery will follow the safeguarding children/child protection procedure and the police may be called.

If they are a member of staff serious disciplinary procedures will be followed.



If a member of staff is taking prescriptive medication that may affect their ability to work, they must inform the nursery manager as soon as possible to arrange for a risk assessment to take place.

### **Safeguarding/child protection**

If a parent or carer is clearly over the alcohol limit, or under the influence of illegal drugs and it is believed the child is at risk we will follow our safeguarding/child protection procedures, contact **Local Authority children's social care team** and the police.

Staff will do their utmost to prevent a child from travelling in a vehicle driven by them and if necessary, the police will be called.

Where an illegal act is suspected to have taken place, the police will be called.