

## Drugs Alcohol and Smoking Policy

At Sunny Socks Nursery School we comply with health and safety regulations and the Welfare Requirements of the EYFS in making our setting a no-smoking environment, both indoor and outdoor. This policy is intended to promote the health and well-being of all children, families, visitors and staff at Sunny Socks Nursery School.

We believe that those working with children are in a unique position to act as positive role models and have a responsibility to send out consistent messages about the hazards of smoking. This also applies to alcohol and drug abuse.

### Procedures:

Smoking is prohibited by parents, visitors and staff at Sunny Socks. This includes anywhere on the nursery site, including the buildings, garden, car park, and anywhere within the boundary of Park Farm.

Staff who smoke do not do so during working hours and off the premises. Staff who smoke must not do so in their uniform and must make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.

Sunny Socks policy strictly prohibits the possession and/or use of illegal drugs, the illegal use of prescription drugs or alcohol on company premises and within personal vehicles while on company property.

Where a parent/carer arrives to collect a child and a member of staff suspects that he/she is under the influence of alcohol or drugs, the member of staff will report their concerns immediately to the manager. The manager will discuss the concerns with the parent/carer and should she feel the person is incapable of taking responsibility of the child she will refuse to release the child into his /her custody. The manager will then call the emergency contact listed on the registration form. If the situation cannot be resolved in a reasonable manner then the police will be called.

The Nursery is obliged to report anyone they feel is incapable of driving a vehicle and are a danger to others.

If the police are called, the manager will automatically involve Social Services.

If a member of staff comes to work at the Nursery and is under the influence of non prescription drugs or alcohol, they will be asked to leave immediately and advised to go home safely. Members of staff found to be or suspected of

misusing drugs or alcohol at work will be investigated under the disciplinary procedures.

If a staff member is on any prescribed drugs that may affect their work they must inform the manager or Director. Members of staff are responsible for checking the side effects of any such medication.