Alcohol, Drug and Substance Abuse

Policy Statement

Our setting believes that children deserve to be in a safe secure environment where the adults who care for and are responsible for them are competent, safe and in full control of their emotions, reactions and behaviour. It is vital that the staff team are not under the influence of any alcohol, drugs (including possibly prescribed medications) or substances while working.

Key EYFS Themes Supported

	Positive Relationships	An Enabling Environment	

Procedures

Staff (including students and volunteers)

- Any staff member who is prescribed medication other than routine antibiotics must declare this to the manager Lisa Johnston
- The manager may ask for more details on possible side effects of the medication and may also decide to observe the staff member's behaviour and reactions and make a decision on their ability to work unsupervised with children in the setting. It may be appropriate for the staff member to work in tandem with other staff to ensure their safety and that of the children involved.
- Where the manager feels the staff member's ability to work safely is compromised the staff member will be asked not to work until the medication is stopped or the dosage is reduced to a level where the staff member's competence is no longer adversely affected.
- The manager may decide the prescribed medication use needs to be reported to Ofsted who will advise and then take direction to make the final decision as to the ability for the staff member to continue working while on the medication.
- Where the manager has been prescribed such medication she will report this to both the deputy manager: Jade Johnston and the chairperson: **Kirsty Randall**. The deputy may monitor the ability of the manager to work within the setting and will report her findings to the chairperson. The chairperson may decide to alter the manager's working as outlined above and may inform Ofsted.
- Any staff member who feels unfairly treated by the above procedures is able to discuss this in full with the manager and chairperson or further to seek support from county staff. The safety of all the children and staff within the setting will always be the primary factor in any discussions on fitness for work.
- Any staff member who is found to breach the above procedures may be liable for disciplinary action.
- Any staff member found to have been drinking or abusing drugs or substances before or during work hours **will** be liable to disciplinary action.

Parents and Carers

- We expect all parents and carers to be in a fit state for caring for the children they collect from the setting.
- If parents or carers have been drinking; perhaps a work leaving do, Christmas party or whilst entertaining clients we would prefer if they arranged for another responsible adult to collect their child, especially if planning to drive home.
- Parents or carers who appear to be under the influence of alcohol, drugs or substances when they collect children may be challenged by staff and asked if they can provide another responsible adult to support them.
- Any instances where a child has been collected by an adult who appears to be under the influence of alcohol, drugs or substances will be recorded in the child's file. Where the adult collecting the child is not a primary carer staff will make the primary carer aware of the situation.
- Where staff are very concerned about a child's immediate safety or the frequency of inappropriate collections the setting management team may contact the local Children's Services team or even the police.

Children

- Drugs, substances and alcohol are also a risk to younger children. Parents need to ensure that the home environment is safe and secure and that ANY harmful substances are not accessible to children. If staff have any concerns that a child may be under the influence of alcohol, drugs or substances - be it accidentally, willingly or unwillingly they will discuss the matter with the parents or carers immediately, unless there is a concern that this will put the child into more danger.
- Where a child is placed onto a prescribed medication which may alter their behaviour or ability to interact in their usual manner staff ask that they are made aware of this.
- Staff will record any concerns in the child's file and may contact the local Children's Services team or local police.