



Drugs and Alcohol Policy

Policy statement

Our setting has a policy that no alcohol is to be consumed on the premises.

Procedures

Legal framework/Links to other policies

- Staff are not permitted to consume alcohol during their contracted hours of work or to care for the children if they have consumed alcohol prior to commencing work
- The same applies to all drugs other than those prescribed by a doctor and considered appropriate for intake while working with children.
- Staff will ensure that all drugs are stored safely.
- The committee will respond to and investigate concerns and complaints raised in relation to alleged breaches of the welfare requirements.
- Staff will promote positive role models in Health and Safety practices in relation to alcohol and drugs.
- Should a member of staff be found under the influence of alcohol or drugs of any illegal form before or during the opening hours, they will be immediately asked to leave the premises and told to return home. Thereafter the normal disciplinary procedures will begin.

This will ensure that all members of staff are able to respond appropriately to children at all times.

We also have a playgroup collection policy for a parent/carer under the influence of alcohol or drugs. The following guidelines will apply:

- We will manage the incident tactfully to ensure that the professional relationship with the family is maintained.
- If a senior staff member has any concerns regarding the child's welfare, we would endeavour to speak to the parent/carer about their child's needs
- We will ensure that there are two staff present when speaking to a parent so that staff should not jeopardise their own safety or others in these situations.
- In the event that the parent/carer arrives at the playgroup under the influence of alcohol or drugs, we will ask that someone comes with the parent/carer to take responsibility of the child before a member of staff gives up his/her responsibility of the child.
- Should this not happen, although we have no legal right to withhold a child from the parent/carer, however, we reserve the right to contact any relevant authorities that we may feel appropriate i.e. the police, partner, etc. Any member of staff feeling under threat should contact the police.
 - A full written report will be made of the incident
 - Your child's safety is our main concern and as such this will determine the course of action taken.

On _____ *(date)*

Date to be reviewed _____ *(date)*

Signed on behalf of the provider _____

Name of signatory _____

Role of signatory (e.g. chair, director or owner) _____