

# Alcohol/ Substance Misuse and Smoking/Vaping Policy

At Raised In we are committed to taking all necessary steps to keep children safe and well. 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 them.

At Raised In we have zero tolerance towards Alcohol and Substance misuse.

## 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.

Anyone who arrives at the nursery clearly under the influence of alcohol will be asked to leave. If they are a member of the team, the nursery will investigate the matter and will initiate the disciplinary process as a result of which action may be taken, including dismissal.

It is possible to be under the influence of alcohol the day after the night before and team members should be aware of this, ensuring this is not the case when starting work.

If they are a parent/carer, the Nursery Manager/designated safeguarding officer will judge if the parent is suitable to care for the child. This may involve calling 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. If anyone arrives at the nursery in a car under the influence of alcohol the police will be contacted.

Team members, students, parents, carers, visitors, contractors etc. are asked not to bring alcohol onto the nursery premises.

## Smoking/Vaping

In addition to our legal requirement not to permit smoking in any part of the nursery premises, this also covers vaping. This applies to team members, parents and visitors in any part of the nursery environment, this includes the external areas such as gardens, car parks, and outdoor spaces in close proximity to the nursery.

Team members who smoke/vape are requested to consider the children in their care and not expose them to residual smoke on either clothing or breath when starting work or after taking a break. We require team members to either remove their uniform or cover their uniform with a coat and wash their hands before returning to their duties.

## **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 team member, 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/carer, the Nursery Manager/ Designated Safeguarding Lead (DSL) will judge if the parent is suitable to care for the child. This may involve calling 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.

The Nursery Manager will contact the police if anyone (including team members, 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. If they are a team member serious disciplinary procedures will be followed.

If a member of the team is taking medication that may affect their ability to care for children, they must seek medical advice and inform the Nursery Manager as soon as possible to arrange for a risk assessment to take place. This will ensure that team members only work directly with children if medical advice confirms that the medication is unlikely to impair that team member's ability to look after the children properly.

Any medication on the premises is stored securely, and out of reach of children, at all times.

## **If there are concerns around a member of staff who may have a drug or alcohol problem, but there is no evidence:**

If the nursery suspects there may be an issue with drugs or alcohol (either from observations, including poor performance, changes in behaviour and/or sickness; and/or feedback from other team members but there is no evidence that it is happening during

working hours or that they are arriving at work under the influence of drugs or alcohol a meeting will be held with the member of the team and manager to investigate the health concerns.

Support and referral to appropriate services may be offered to the team member if this is considered appropriate.

Confidentiality will be maintained at all times.

Team members will be reminded of the disciplinary procedures that will apply if they attend work under the influence of drugs or alcohol.

## **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, and contact the local authority children's social care team and the police.

The team 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.

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**Signed:** Nicola Brimble, Head of Nursery

**Date:** 22 December 2023

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**This policy links to:** Safeguarding and Child Protection Policy, Disciplinary Policy and Whistleblowing Policy

