

20: Smoking, Alcohol and Drugs

Our Club strongly prohibits the use or possession of cigarettes, alcohol and illegal drugs on our premises at anytime. If staff, students, volunteers or children are found to have broken the rules in respect of this policy, it will be treated as a very serious disciplinary matter.

All staff will be made aware of the provisions of this policy during their induction, including the importance of them setting a positive example to children. All children will be made aware of the rules during their settling in period. Any contravention of the provisions of this policy will be dealt with under the Club's Staff Disciplinary Procedures and Grievance Procedures and Behaviour Management policies.

Drugs

Staff, students, volunteers or children who arrive at the Club clearly under the influence of illegal drugs, will be asked to leave immediately and disciplinary procedures implemented.

If a child is found in possession of illegal drugs on the premises, their parents/carers will be contacted immediately. If, staff are found in possession of illegal drugs, disciplinary action will follow.

In cases where staff are taking prescribed drugs that may affect their ability to function effectively at work, the Manager must be informed as early as possible and staff should seek medical advice. The club will ensure that staff only work directly with children if medical advice confirms that the medication is unlikely to impair the staff member's ability to look after children properly. Staff medication on the property will be securely stored, and out of reach of children at all times

If a member of staff has good reason to suspect that a parent/carer is under the influence of illegal drugs when they drop off or collect their child, they have a duty to inform both the Manager and the DSL (Designated Safeguarding Officer), according to the provisions of the Safeguarding Children policy.

In such circumstances, the Manager and the DSL will then be responsible for deciding upon the appropriate course of action, ensuring that the safety and protection of the child remains paramount at all times.

Staff will make all possible efforts to ensure that children do not travel in a vehicle driven by someone who is clearly under the influence of illegal drugs.

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

Alcohol

Staff, students, volunteers or children who arrive at the Club under the influence of alcohol, will be asked to leave immediately and disciplinary procedures will follow. Staff will under no circumstances be permitted to consume alcohol whilst caring for children.

If a child is found in possession of alcohol on the premises, their parents/carers will be contacted immediately.



Staff are prohibited from bringing alcohol onto the Club's premises unless prior permission has been given and must be locked away during club hours.

If a member of staff has good reason to suspect that a parent/carer is under the influence of alcohol when they drop off or collect their child, to the extent that the safety of the child is at risk, they have a duty to inform both the Manager and the DSL, according to the provisions of the Safeguarding Children policy.

The Manager and the DSL will then be responsible for deciding upon the appropriate course of action, ensuring that the safety and protection of the child remains paramount at all times.

Staff will make all possible efforts to ensure that children are not allowed to travel in a vehicle driven by someone who is clearly over the legal alcohol limit.

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

Smoking

Smoking is not permitted anywhere on the premises. This rule applies equally to staff, students, volunteers, children, parents/carers or any other visitors.

If a child is found in possession of cigarettes on the premises, they will be confiscated and their parents/carers will be contacted immediately.

N.B. Where the term cigarette is used this includes E-Cigarettes and all other cigarette alternatives, including Vapping.