



## **Alcohol, Smoking and Drugs Policy and Procedure**

As an OFSTED registered setting we must follow the guidelines of the Cheshire East Safeguarding Policy; we work as a team and have joint responsibility for your child whilst they are in our care. It is vital that we are alert to any dangers, and able to protect him/her from harm.

In order to do this effectively, **our staff** must not be under the influence of alcohol or any form of drugs, including some prescribed medication. We will not drink any alcohol during opening hours or immediately before, and if we are taking a prescribed medication, other than routine antibiotics, we must inform the Manager or Ofsted, who will make a decision as to whether we can continue to look after children whilst taking the medication.

**Parents/Carers** - With regards to collecting your child, if you have been drinking, perhaps at a work leaving do, Christmas party or whilst entertaining clients, we would prefer if you arrange for another responsible adult to collect your child, especially, if you plan to drive home. Alternatively, you may call us to delay the pickup time if possible.

If when arriving to collect their child, parents appear to be drunk or clearly under the influence of drugs, and it is apparent that they are not fit to drive or incapacitated to take care of their child; we will not release the child from our care and we will withhold the child and proceed as follows:

- 1 Phone the emergency contacts, to whom, the parents have given authorisation to collect their child.
- 2 In case of not being able to contact any of those people, we will contact the Police and Social Care. The Police and Social Care are agencies with statutory child protection powers, who will act to secure the immediate safety of a child where there is a risk to his/her life or a likelihood of serious immediate harm.
3. We will inform OFSTED and keep records of the incident.



Drugs and alcohol are now more readily available to younger children. If we have any concerns that your child may be drinking alcohol, taking drugs or smoking; we will discuss the matter with you immediately.

We will then work with you to support your child; however, we reserve the right to terminate our contract with immediate effect if we are concerned that your child's behaviour due to drugs/alcohol may be putting the other children in the setting at risk.

If you have any concerns or questions regarding this matter, please do not hesitate to contact us.

Smoking or vaping is not permitted anywhere on the premises or within the grounds of ABC Childcare Services, including outside play areas. This rule applies to everyone including staff, people collecting children or any other visitors. If we discover that a child has cigarettes/vapes in their possession while at the setting, we will confiscate the cigarettes/vapes and notify their parent or carer at the end of the session.

The owner of the settings does not smoke, and she does not allow her staff to smoke immediately before starting work or during work. The owner has asked staff to not smoke at least 1 hour before starting work. ABC promotes healthy well-being principles for staff, children and families involved with our service.

Reviewed annually