



Nottingham Nursery School & Training Centre

Smoking, Alcohol & Drugs Policy

June 2017

Our School absolutely prohibits the use or possession of cigarettes, alcohol and illegal drugs on our site or premises at any time. If staff, students or volunteers are found to have broken the rules in respect of this Policy, it will be treated as a 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. Any contravention of the provisions of this Policy will be dealt with under the School's Staff Disciplinary Procedures.

Drugs

Staff, students or volunteers who arrive at the School clearly under the influence of illegal drugs, will be asked to leave immediately and disciplinary procedures implemented and if appropriate police may be called.

If a child is found in possession of illegal drugs on the premises, their parent/carer will be informed at the end of the session. If staff are found in possession of illegal drugs, serious disciplinary action will follow. If illegal drugs are found on site, the police will be informed.

In cases where staff are taking prescribed drugs that may affect their ability to function effectively at work, the Head must be informed as early as possible.

If a member of staff has good reason to suspect that a parent/carer is under the influence of illegal drugs, and may not be in state to properly care for the child, when they drop off or collect their child, they have a duty to inform both the Head and the designated Child Protection Officer, according to the provisions of the Child Protection Policy.

In such circumstances, the Head and the Child Protection Officer 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 under the influence of illegal drugs.

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

Alcohol

Staff, students or volunteers who arrive at the School clearly under the influence of alcohol, will be asked to leave immediately and disciplinary procedures will follow. Staff are advised not to bring alcohol onto the School's premises except with the prior agreement of the Headteacher.

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 threatened, they have a duty to inform both the Head and the designated safeguarding person (DSP), according to the provisions of the Child Protection Policy.

The Head and the DSP 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 site or premises. This rule applies equally to staff, students, volunteers, parents/carers or any other visitors.

Hidden Harm

If parental drug/alcohol use is an issue, we will ensure the child is offered appropriate support. Where safeguarding may be an issue we will respond accordingly to support the parent and child.

This policy will be reviewed every 3 years.