

Lechlade Little Learners – No smoking, alcohol & other substances

Policy statement

We comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment - both indoors and outdoors.

Procedures

No Smoking

- All staff, parents and volunteers are made aware of our No-smoking Policy.
- We display no-smoking signs.
- The No-smoking Policy is stated in our information for parents.
- Staff who smoke do not do so during working hours, unless on a break and off the premises.
- Staff who smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.

Alcohol/other substances

When working directly with children, staff and volunteers must not be under the influence of alcohol or any other substance which may affect their ability to care for children.

Practitioners or volunteers taking medication which they believe may affect their ability to care for children should seek medical advice and only work directly with children if that advice is that the medication is unlikely to impair their ability to look after children.

If staff suspect a parent/carer is under the influence of alcohol or any other substances that may affect their ability to care for a child on collection we reserve the right to not let the child go with them until we have contacted the person's partner or other person on the emergency contact list to make them aware of the situation and to discuss an appropriate collection plan. If anyone behaves violently and aggressively we will reassure the child and other children and remove them to another area within the setting with the appropriate staff:child ratio where they cannot witness any disturbance. As this is a safeguarding issue we also reserve the right to contact the Police or social services for advice and support. The incident will be logged, signed and dated.

Legal framework

- The Smoke-free (Premises and Enforcement) Regulations (2006)
- The Smoke-free (Signs) Regulations (2012)

Review

At its inception the policy was reviewed by all committee members and all employees.

It will be reviewed annually as per the policy review schedule, added to , or modified from time to time and may be supplemented in appropriate cases by further statements and procedures relating to the work of the particular group of workers.

A copy of the final policy statement will be issued to all employees, parents and committee members and will be made available within the setting.

Reviewed by the Committee Chair on

Signed: (Committee Chair)

Signed: (Setting Manager)

Version History

Version Number	Date	Changes	Published to
1.3	20.03.18	Policy Review – No amendments	Committee Members All existing & new staff Displayed in policy folder All parents

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