

# No Smoking, Drugs and Alcohol Policy

## Smoking

Wingle-Tye has a responsibility to safeguard the children in our care. Our setting is a **non smoking environment**. If a member of staff, student, parent or volunteer were found smoking on our premises they would be asked to leave immediately.

## Drugs and Alcohol

Wingle-Tye has a zero tolerance within the setting when it comes to anyone in contact with the children being under the influence of drugs or alcohol that may affect their ability to care for children. This not only includes the staff and visitors to the setting but also parents/carers coming to the setting.

**Procedure** should a parent/carer **arrive** under the influence of drugs or alcohol:

- Designated Safeguarding Lead would contact MASH (Multi Agency Safe Guarding Hub) expressing their concerns and follow the Agency's advice.

**Procedure** should a parent/carer come to **collect** their child whilst under the influence of drugs or alcohol:

- Staff will be discreet whilst discussing concerns over the parent's/carer's ability to care for their child at that time.
- Two members of staff will be present during these discussions to ensure the safety of the staff at all times.
- Staff would seek to contact another responsible adult listed on the Enrolment Form and the responsible adult would then take over the care of the child.
- Should staff be unable to contact another responsible adult the relevant authorities would be contacted, (MASH or the police).
- A full written report would be completed.

**Procedure** should a member of Wingle-Tye be under the influence of drugs or alcohol:

- The member of staff would be asked to leave the premises immediately.
- Disciplinary procedures would commence if appropriate.
- Arrangements would be made to ensure staff ratios are correct.