

Bow Lane Pre-school

The Safeguarding and Welfare Requirements: Suitable people

Providers must ensure that adults looking after children, or having unsupervised access to them, are suitable to do so

Staff taking medication /other substances

2.2 Alcohol and Drugs Policy

Bow lane Pre-school strongly prohibits the use or possession of alcohol and illegal drugs on our premises at anytime. If staff, students or volunteers 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 the children. Any contravention of the provisions of this policy will be dealt with under the staff disciplinary procedures.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.1 Respecting each other	3.4 The wider context	

Procedures

- Staff, students and volunteers who arrive at the setting clearly under the influence of illegal drugs or alcohol will be asked to leave immediately and disciplinary procedures will be implemented.
- If staff are found to be in possession of illegal drugs, serious 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.
- 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 manager, according to the provision of the Safeguarding policy.

- In such circumstances, the manager 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 the children are not allowed to travel in a vehicle driven by someone who is clearly under the influence of alcohol and illegal drugs.
- When an illegal act is suspected to have taken place, the police will be called.
- Staff must declare if they are taking any medicines.

- **Legal framework**
- Children Act (1989 s47) and 2016
- Protection of Children Act (1999)
- General Data Protection Regulations (GDPR) (2018)
- The Children Act (Every Child Matters) (2004)
- Safeguarding Vulnerable Groups Act (2006)

This policy was adopted at a meeting of	Bow Lane Pre-school
Held on	<u>6th September 2018</u> (date)
Date to be reviewed	<u>6th September 2019</u> (date)
Signed on behalf of Bow Lane Pre-school	
Name of signatory	<u>Gaye Hooker</u>
Role of signatory	<u>Owner</u>