



ALCOHOL, DRUGS AND MEDICATION POLICY

Reviewed on	Approved by
06.05.2021	N. Crump
01/02/2023	S Crump
01/03.2024	G Baker
20/3/2025	S Crump

Introduction

This policy informs practice in the Nursery. See also the “No Smoking and Vaping Policy”

- Charters Ancaster Nursery strongly prohibits staff from the use or possession of alcohol, illegal drugs, or illegal substances in our setting for their own use 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 very serious disciplinary matter.
- All staff will be made aware of the provisions of this policy during their induction, including the importance of setting a positive example to children.

Alcohol, Drugs & Illegal Substances

- Staff, students, or volunteers who arrive on the premises clearly under the influence of alcohol, illegal drugs or illegal substances will be asked to leave immediately and the appropriate disciplinary procedures implemented.
- If a member of staff has good reason to suspect that a parent/carer is under the influence of alcohol or illegal drugs 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 the Designated Safeguarding Lead (DSL) In such circumstances, the DSL 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. The DSL is Gel Baker and Deputy DSL’s Susannah Crump and Natasha Leigh.
- 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 or who is clearly under the influence of illegal drugs. Where an illegal act is suspected to have taken place, the police will be informed.
- If a child comes into the nursery smelling of substances such as alcohol or cannabis, parents will be invited in to discuss the implications, referrals will be made if the DSL or nursery manager are concerned with the outcome of the meeting. The situation will be closely monitored on a welfare concern form.

Staff Medication

When staff are on medication that they need to bring to the Nursery with them, they should disclose it to the Nursery Manager and it must be kept in the lockable cupboard in the office, especially for this purpose.

The Nursery Manager will confirm with staff members the suitability of said medication to be used when at work, and possible side effects that could alter the ability to work with young children.

For child medication needed at the Nursery, please see the "First Aid and Administration of Medicines Policy."

***NB** On the occasion of the Nursery Events, which are held at the weekend, bottles of alcohol may be brought into the nursery by parents for the bottle stall/prizes and at the events themselves alcohol may be sold to adults for social reasons, providing an events licence has been obtained. If social events are held in the evening alcohol may be brought to be consumed by adults. However, on these occasions, the adults present will be reminded to **not drink and drive**.