



# Smoking, Alcohol and Drugs

## Aim:

Venture Kids is a professional childcare setting which expects a high standard of behaviour and good conduct at all times.

## Smoking

- Smoking is not permitted anywhere on the premises of **Venture Kids**, including outside play areas.
- This rule applies to everyone including staff, people collecting children or any other visitors.
- If we discover that a child has cigarettes in their possession while at the Club, we will confiscate the cigarettes and notify their parent or carer at the end of the session.

## Alcohol

- Anyone who arrives at the Club clearly under the influence of alcohol will be asked to leave immediately. If they are a member of staff, disciplinary procedures will follow.
- If we discover that a child has alcohol in their possession while at the Club, we will confiscate it and notify their parent or carer at the end of the session.
- Staff are asked not to bring alcohol onto the Club's premises.

## Drugs

- Anyone who arrives at the Club clearly under the influence of illegal drugs will be asked to leave immediately. If they are a member of staff, serious disciplinary procedures will follow.
- If we discover that a child has illegal drugs in their possession while at the Club, we will inform their parent or carer.
- If a member of staff is taking prescription drugs that may affect their ability to function effectively, they must inform the manager as soon as possible and seek medical advice.
- The manager will then complete a risk assessment.
- Staff medication on the premises will be stored securely and out of reach of children at all times.

## Safeguarding children

- All members of staff have a duty to inform the Club manager and the designated Child Protection Officer (CPO) if they believe that a parent or carer is a threat to the safety of a child due their being under the influence of alcohol or illegal drugs when they drop off or collect their child.
- The manager and CPO will decide upon the appropriate course of action.

- If a parent or carer is clearly over the alcohol limit, or under the influence of illegal drugs, staff will do their utmost to prevent the child from travelling in a vehicle driven by them. If necessary, the police will be called.

**Related policies**

**Staff Disciplinary policy, Safeguarding policy.**

Reviewed by: Siobhan McIlwaine	Date: 9/7/20
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