

## **SMOKING, DRUGS AND ALCOHOL POLICY**

It is the intention of Kidsize OOSC to promote and protect the health and wellbeing of its children, employees and parents. It is recognised that smoking is bad for health and unpleasant to many users of buildings and services. We believe that those working with children are in a unique position to act as positive role models and have a responsibility to send out consistent messages about hazards of smoking. This also applies to alcohol and drug abuse. Kidsize Club operates a zero tolerance policy towards smoking, drugs and alcohol. This policy applies to all employees, parents, and other users and visitors.

### **Smoking**

Smoking is not permitted anywhere in the premises. Kidsize Club Ltd. do not offer staff smoking breaks. We recognise the damage that can be done by passive smoking. We also request that if staff do wish to smoke before or after work to cover or remove their uniforms and ensure that they do not have contact with children for a full fifteen minutes upon their return to the building; thorough hand washing must also take place. These measures will be closely monitored by management anyone not adhering to the rules will be subject to discipline procedures.

### **Alcohol**

Staff are not permitted to consume alcohol during their contracted hours of work or to care for the children if they have consumed alcohol prior to commencing work. Any staff in breach of this policy will be subject to discipline procedure.

### **Drugs**

The same applies to all drugs other than those prescribed by a doctor and considered appropriate for intake while working with children. Prescription and over the counter medicines must not be kept in a handbag. It must be taken from the bag and put into a locked cupboard to ensure that children have no access too. It is the responsibility of the person to whom the medication belongs, to ensure the medication is stored correctly, well away from all children. Misuse of prescription drugs and over the counter drugs, including legal highs is also prohibited at any time. Any staff in breach of this policy will be subject to discipline procedures.

### **Parent/Carer Co-operation**

Parents/carers are not allowed under any circumstances to smoke, take drugs or consume alcohol while on the premises. Cigarettes/tobacco and lighters, alcohol, drugs/medicine are forbidden to be left in a child's bag/belongings. These will be discarded by a staff member and the parent/carers will be informed immediately. This may result in loss of child's place.

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