

# Madeley Nursery School

Bridle Road, Madeley, Telford, TF7 5ET, UK



## Policy and procedure:

# No alcohol, no drugs and no smoking

Member of staff responsible: Helen Torr Deputy Head

June 2018

Review June 2021

### No-smoking, no drugs, no alcohol policy

We comply with health and safety regulations and the Welfare Requirements of the EYFS in making our setting a no-smoking environment - both indoor and outdoor. This includes anywhere on the school site including the front garden and car-park.

This policy is intended to promote the health and well-being of children, families and staff at Madeley Nursery School.

Smoking is not allowed in the Nursery or anywhere on the school premises.

Please can staff be aware of this and remind parents if needed.

- All staff, parents and volunteers are made aware of our no-smoking policy.
- We display no-smoking signs.
- The no-smoking policy is stated in our information prospectus for parents.
- We actively encourage no-smoking by having information for parents and staff about where to get help to stop smoking if they are seeking this information.

- Staff who smoke do not do so during working hours, unless on a break and off the premises.
- Staff who smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues.
- The nursery does not provide employees with smoking breaks, these will need to be taken in the employees own time.
- It is requested that employees smoking outside their employment hours do not smoke in the immediate vicinity of the school or premises and not in any regularly used uniform.
- Drugs and substance misuse is related to child protection and safeguarding. Please see our linked child protection and safeguarding policy.

The nursery also operates a no alcohol or non medicated drugs policy (this does not include general painkillers, or prescribed drugs).

- If a member of staff comes to work at the Nursery and is under the influence of non prescription drugs or alcohol, they will be asked to leave immediately and advised to go home safely.
- Members of staff found to be or suspected of misusing drugs or alcohol at work will be investigated under the disciplinary procedures.
- If you are on any prescribed drugs that may affect your work you must inform the head teacher.
- If the head teacher is on any prescribed drugs which may affect their work then he/she must inform the Chair of Governors. Members of staff are responsible for checking the side effects of any such medication.

If you require a copy of this procedure in a particular format, for example in large print, please contact the School.

Status	FINAL
Agreed at:	General Purposes
Effective from:	June 2018
To be reviewed by:	General Purposes Committee
Date of review:	June 2021
Responsible person:	Helen Torr
Signature:	Wet signature copy held in school.
Role in school:	Deputy Head