**General Welfare Requirement: Safeguarding and Promoting Children’s Welfare**

The provider must take necessary steps to safeguard and promote the welfare of children.

**Safeguarding children: Maintaining children’s safety and security on the premises**

**1.14 Drugs and Alcohol Policy**

**Policy statement**

We maintain the highest possible security of our premises to ensure that each child is safely cared for during their time with us.

**EYFS key themes and commitments**

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| **A Unique Child** | **Positive Relationships** | **Enabling Environments** | **Learning and Development** |
| 1.3 Keeping safe | 2.2 Parents as partners |  |  |

**Procedures**

* Staff, students and volunteers 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.
* The same applies to all drugs other than those prescribed by a doctor and considered inappropriate for intake while working with children.
* Staff will ensure that all drugs are stored correctly in a high cupboard.
* The Committee will respond to and investigate concerns and complaints raised in relation to alleged breaches of the welfare requirements.
* Staff will promote positive role models in health and safety practices in relation to alcohol and drugs.
* Should a member of staff be found under the influence of alcohol or drugs of any illegal form before or during the opening hours, they will be immediately asked to leave the premises and told to return home. Thereafter the normal disciplinary procedures will begin. This will ensure that staff are able to respond appropriately to children at all times.
* We also have a setting collection policy for a parent/carer under the influence of alcohol or drugs. The following guidelines will apply:
* We will manage the incident tactfully to ensure that the professional relationship with the family is maintained.
* If a senior staff member has any concerns regarding the child’s welfare, we would endeavour to speak to the parent/carer about their child’s needs.
* We will ensure that there will be two staff members present when speaking to a parent so that staff should not jeopardise their own safety or others in these situations.
* In the event that the parent/carer arriving at the setting under the influence of alcohol or drugs, we will ask that someone comes with the parent/ carer to take responsibility of the child before a member of staff gives up his/her responsibility of the child.
* Should this not happen, we reserve the right to contact any relevant authorities that we may feel appropriate i.e. the police, partner, welfare services etc. Any member of staff feeling under threat should contact the police.
* A full written report will be made of the incident.

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| This policy was adopted at a meeting of | Sandbach Heath (St. John’s) Playgroup | name of setting |
| Held on |  | (date) |
| Date to be reviewed |  | (date) |
| Signed on behalf of the management committee |  |
| Name of signatory |  |
| Role of signatory (e.g. chair/owner) |  |

1.14