



## **Drugs & Substance Misuse Policy**

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## Aspiring Foundations Federated Nursery Schools Drug & Substance Misuse Policy

Aspiring Foundations Federated Nursery Schools is committed to promoting the health and well-being of children and their families. We do not condone the misuse of drugs, including alcohol, or smoking. The use of alcohol, illegal drugs or tobacco is forbidden across the whole of each nursery site (including the building, car park and grounds).

The policy is linked to the other Federation policies including: Health & Safety, Risk Management, Partnership with Parents, Medication, First Aid, Educational Visits and Child Protection.

This policy is informed by the following legislation:

- ❖ UN Convention of the Rights of the Child
- ❖ The Children Act 1989
- ❖ The Children Act 2004
- ❖ The Medicines Act 1968
- ❖ The Misuse of Drugs Act 1971
- ❖ Control of Substances Hazardous to Health Regulations (COSHH)

### **Aims:**

- ❖ To protect the physical, psychological and emotional well-being of all the children using the nurseries, their families and nursery staff.
- ❖ To provide a clear message to all parents/carers, staff, volunteers and visitors using the nurseries about our policies on illegal drugs and alcohol.
- ❖ To provide support to any child thought to be at risk.
- ❖ To follow the law around illegal drugs and alcohol.
- ❖ To set out clearly our policies surrounding the use and storage of legal and prescribed medicines.

### **Definition:**

A drug is defined as 'a substance that people take to change the way they feel, think, or behave'.  
(United Nations Office on Drugs and Crime)

This policy will encompass all drugs under this definition;

- ❖ Alcohol.
- ❖ Other Legal drugs e.g. caffeine.
- ❖ Over the counter medicines e.g. paracetamol, cough medicine.
- ❖ Prescribed medicines.
- ❖ Volatile substances e.g. aerosols, butane, petrol.

### **Illegal Drugs and Alcohol:**

- ❖ Illegal drugs are forbidden anywhere in the nurseries (grounds & buildings). This applies to all children and families using the nurseries, all staff and student/placement volunteers. It also applies to all parents/carers, staff and volunteers taking part in off-site activities organised by the nurseries.
- ❖ Alcohol should not be consumed on the premises at any time.
- ❖ Staff members, parents and carers should not bring alcohol onto the nursery premises at any time.

- ❖ Any staff member, who appears to be under the influence of alcohol, illegal drugs, or legal drugs which prevent them from fulfilling their duties, will be asked to leave the premises immediately. Where necessary disciplinary procedures will begin. If there are serious concerns about a staff member's use of drugs or alcohol outside of the working hours we will review the impact in line with staffing policies of Halton Borough Council, and alongside our Code of Conduct
- ❖ Use or supply of illegal drugs or solvents on either nursery premises will be treated with the utmost seriousness. Where illegal substances are discovered we will inform the Police. No staff member should attempt to analyse or taste an unidentified substance.
- ❖ Young children should never be in possession of alcohol, tobacco, matches, lighters, sniffable products or any illegal drug at any time. If any child is found in possession of an illegal drug or solvent, it will be confiscated by nursery staff in the presence of a witness and put in the Head teachers office. We will inform Social Services and the Police in line with our Child Protection Policy. Parents/carers will be informed, and a record of the incident will be kept.
- ❖ If any child is thought to be 'under the influence' medical help will be sought at once and first aid given as required. We will inform social services and the parents/carers in line with our Child Protection Policy
- ❖ A parent/carer wishing to collect a child while under the influence of drugs or alcohol: No staff member will deal with this situation without full support. Children will not be allowed to leave with a parent / carer who staff deem to be incapable of looking after the child due to the influence of drugs or alcohol. We will do our utmost to contact other carers (parents or guardians) from the child's record forms to come and escort them home and provide care. If this is unsuccessful we will contact social services in line with our Child Protection Policy.
- ❖ If there are concerns about the impact of a parent/carer's substance misuse upon the child outside of the nursery we will follow our Child Protection Policy.

#### **Legal and Prescribed Drugs:**

- ❖ Any medicinal drugs belonging to nursery staff should be kept in a secure place (e.g. locked drawer or locker) away from children's reach.
- ❖ Any medicinal drugs that children are required to have whilst at school will be given in line with our Supporting Pupils at School with Medical Conditions
- ❖ No child is allowed to have legal or prescribed drugs (e.g. paracetamol) in their possession. Any required medication should be discussed with nursery staff before any child is left in the care of the nursery. Any legal or prescribed drug found on a child will be removed and stored in the nursery office until the parent /carers return.

#### **Policy Implementation:**

- ❖ All staff are made aware of this policy as part of their induction. Reviews and ongoing training.
- ❖ All parents/carers are made aware of this policy

#### **Arrangements for Complaint:**

- ❖ These are defined in the Complaints Policy.