



Bishop Cornish Preschool Alcohol, No Smoking and Substance Abuse Policy

At Bishop Cornish Preschool we maintain an ethos of trust and collaboration. The emphasis at Bishop Cornish Preschool will be on self –discipline and consideration for others. The following policy underpins this and as a preschool attached to a church school we place particular emphasis on a family atmosphere and community spirit.

- Staff must be fit and suitable to work on the premises at all times.
- Use of alcohol or drugs is not permitted on the Setting's premises. Any person found to be using either will be asked to leave immediately and the Police informed. Disciplinary action will be taken, following the correct procedures, for a member of staff.
- Staff must not be under the influence of alcohol or other substances whilst on the premises.
- A member of staff with an alcohol or drug addiction must notify Mrs Soady. Support will be given and advice sought from the appropriate agencies.
- Parents and visitors must not be under the influence of alcohol or drugs whilst visiting the setting. If this is thought to be the case and the safety of a child is in question, our Safeguarding/Child Protection Policy will be followed.
- New staff will complete a Health Declaration as part of the Recruitment process.
- A member of staff might be required to obtain a Doctor's note, for ongoing medical issues.
- Staff with any ongoing health issue which might affect their ability to work with the children/another role, should discuss the matter with Mrs Soady.
- Correct Procedures are in place for the management of staff sickness and all staff are made aware of them.
- Staff who need to take medication, must ensure this does not affect their ability to work with the children and must seek medical advice and discuss the matter with Mrs Soady.
- Any medication belonging to a member of staff must be kept in the locked teacher cupboard, out of reach of children.
- Use of medication/medical conditions should be recorded on a member of staff's personal file.

SMOKING

- This is a NO SMOKING site and no parent or member of staff should smoke on site. This is also in conjunction with the school's policy.

REVIEWED 23rd September 2019