

Smoking, Alcohol and Drugs

At **Fun Fest** we take all necessary steps to keep children safe and well and are committed to promoting children's health and well-being.

This includes the exposure to passive smoking, and adults who may be under the influence of alcohol, drugs or other substances that may affect their ability to care for children.

Smoking, Vaping and E-cigarettes

Smoking is not permitted anywhere on the premises, including outdoor play areas or near the main entrance of the club. This applies to staff, students, parents, carers, contractors, and any other visitors to the premises. If staff choose to smoke/vape during breaks they are asked to change into their own clothing, and smoke/vape away from the main entrance of the club.

Alcohol

Under the Health and Safety at Work Act 1974, companies have a legal requirement to provide a safe working environment for all their employees.

Anyone who arrives at the club clearly under the influence of alcohol will be asked to leave immediately. If they are a member of staff, we will follow our Disciplinary Policy and Procedures. The manager must complete an **Accident/Incident Form**. ***Staff can still be under the influence of alcohol the day after the night before and need to ensure this is not the case when starting work.***

Drugs and Medication

Anyone who arrives at the club clearly under the influence of illegal drugs will be asked to leave immediately. If they are a member of staff, we will follow our Disciplinary Policy and Procedures and serious action will be taken.

If a member of staff is taking prescription drugs that may affect their ability to care for the children effectively, they must inform the manager as soon as possible and seek medical advice. The manager will then complete a risk assessment and seek advice.

Staff must only work directly with children if the medical advice received confirms that the medication is unlikely to impair their ability to look after the children effectively. Staff medication in the club must always be stored securely and out of the reach of children.

Safeguarding children

All members of staff have a duty of care to all children in the club and will inform the club manager and the Designated Safeguarding Lead (DSL) if they believe that a parent or carer is a threat to the safety of a child due to their being under the influence of alcohol or illegal drugs when they drop off or collect their child. The manager and DSL will decide on the appropriate course of action.

If the parent or carer is clearly over the alcohol limit, or under the influence of illegal drugs, we will call the second contact on the child's registration form. If no other contact has been made, staff will do their utmost to prevent the child from travelling in a vehicle driven by them. If necessary, the police will be called.

The Incident must be recorded on a 'Logging a **Concern about a Child's Safety and Welfare**' Form, the **DSL must complete** their part of this form and if appropriate complete the '**Correspondence Log**'.

Related policies:

Health and Safety policy, Disciplinary Policy and Procedures, Medication Policy, Safeguarding Children policy, Whistleblowing Policy

This policy was adopted on	Signed on behalf of the club	Date for review
12/06/2024	Tina Iezekil	12/06/2025
	Tina Iezekil 13/07/2025	reviewed 13/07/2025 no changes Date for review 13/07/2026
	Tina Iezekil	Reviewed 01/07/26, no changes Date for review 01/07/27

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2025): Safeguarding and Welfare Requirements: smoking and vaping, [3.28], disqualification [3.22] whistleblowing [3.7]