

Staff Medication and Other Substances.

Statement of intent.

It is the intention of Little Acorns Pre-School to promote and protect the health and well being of its children, employees and other visitors to the setting.

This policy applies to all employees, parents, trainees, students, contractors and other users and visitors to Pre-School.

Staff 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. Consumption of alcohol is not permitted in the Pre-School buildings or grounds, this includes doorways, entrances, walkways, playgrounds or the car park.

The same applies to all drugs other than those prescribed by a doctor and considered unlikely to impair a person's ability to look after children adequately.

Misuse of prescription drugs and over the counter drugs, including legal highs is also prohibited at any time.

Staff Taking Medication.

If a staff member is:

'...taking medication which may affect their ability to care for children, those practitioners should seek medical advice. Providers must ensure that those practitioners only work directly with children if medical advice confirms that the medication is unlikely to impair that staff member's ability to look after children properly. Staff medication on the premises must be securely stored, and out of reach of children, at all times.'

Quoted from section 3.17 EYFS Framework revised Sep 2012.

It is the responsibility of the person to whom the medication belongs, to ensure the medication is stored in the locked medication cupboard in the kitchen, well away from all children.

If staff are taking prescribed medication either long or short term they are required to complete a Medication Impairment Form, to ensure they meet with the above requirement. In the event that this is not filled in, the Pre-School Manager and Chairperson of the committee will have to make an informed decision as to whether they view the member of staff fit for work.

Staff should also ensure that a Medication Form is completed and given to the Pre-School Manager/ Person in charge. The Medication Form will be stored in their personal file.

Parent/Carer Co-operation.

Parents/carers are not allowed to take drugs or consume alcohol while on the Pre-School premises. This includes trips with the Pre-School off the premises and in the presence of other children at Pre-School or parents.

Parents/carers are forbidden to bring alcohol or drugs into the Pre-School grounds.

In the event that we suspect Parents/carers to be under the influence of alcohol or drugs we will ask that somebody else (the child's nominated person) collects the child.

The person in question will be told to refrain from bringing their child/children to Pre-School while an inquiry takes place by the committee.

This policy was adopted at a meeting of Little Acorns @ Our Lady & St Oswald's Pre School held on (Date)..... 22/04/2015 23/05/2016
Signed on behalf of management committee..... *Aide* *Jude*.....
Role of signatory..... SECRETARY COMMITTEE MEMBER
Term to be reviewed..... SUMMER TERM 2016 SUMMER TERM 2017.