



St Thomas's Church Hall, 75 Monsell Road, London, 2EF N4
playgroupleader@stthomasplaygroup.co.uk

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Substance Misuse Policy

Statement of Intent

St Thomas' Playgroup recognises the issues associated with the misuse of alcohol and other substances is a sensitive matter, but has a duty as an employer and childcare provider to provide a safe and healthy working environment for the staff and children.

Aims

- To clarify the setting's position on alcohol, drugs and substance abuse at work
- To support staff in dealing with alcohol, drugs and substance abuse problems by providing a clear procedure.
- To meet the settings legal obligation to ensure the health and safety of its staff, children and others at work.
- To identify the circumstances in which disciplinary action is instituted for alcohol, drugs and substance.

Methods

Rules regarding Drugs and alcohol

No consumption of alcohol or drugs will be allowed to be consumed at all during the work period

All staff must report to work fit to undertake their duties and in a condition which is acceptable to the playgroup. If a member of staff is under the influence of drugs and alcohol this is not acceptable. They will be sent home and the disciplinary procedure for the playgroup will be followed.

If a member of staff is on medication prescribed by their doctor the playgroup coordinator must be notified if there is any possibility that the medication could affect their job performance or the safety of themselves and others.

Staff seeking assistance for a substance abuse problem will not have their employment terminated simply because of their dependency. However, if performance, attendance or behaviour is unacceptable, despite any assistance that can be offered, dismissal may be unavoidable. Drugs and alcohol dependency is not in itself, misconduct

Parents/carers who are under the influence of drugs and alcohol when they collect their child will not be allowed to take their child off the premises.

This policy has been adopted by St Thomas playgroup on October 2021 and will be reviewed in October 2022.