



Safeguarding Children

No Alcohol and Other Substances

Policy statement

Cricklade Pre-School Playgroup believes that for the safety of children and adults there should be no alcohol, or other influencing substances, consumed within the pre-school premises and the outdoor play areas. No parents, carers or members of staff are to arrive under the influence of alcohol or other substances.

Procedures/Informing

- All staff, parents and volunteers are made aware of our no alcohol and other substances policy.
- Any member of staff arriving for work, and is unfit due to the consumption of alcohol or other substances, will be returned home in the care of a responsible individual. They will then be subject to the staff disciplinary procedures.
- If a member of staff is concerned that a parent displays any of the following characteristics, they inform the designation safeguarding lead as soon as possible:
 - appearing drunk or under the influence of drugs
 - demonstrating angry and threatening behaviour to the child, members of staff or others.
 - appearing erratic or manic.
- The designated safeguarding lead assesses the risk and decides if further intervention is required
- If it is decided that no further action is required, a record of the incident is made on a Safeguarding incident reporting form.
- If intervention is required, the designated safeguarding lead speaks to the parent in an appropriate, confidential manner.
- The designated safeguarding lead will, in agreement with the parent, use emergency contacts listed for the child to ask an alternative adult to collect the child.
- The emergency contact is informed of the situation by the designated safeguarding lead and of the setting's requirement to inform social care of their contact details.
- The designated officer is informed of the situation as soon as possible and provides advice and assistance as appropriate.
- If there is no one suitable to collect the child social care are informed.
- If violence is threatened towards anybody, the police are called immediately.
- If the parent takes the child from the setting while incapacitated the police are called immediately and a referral is made to social care.

Recording

- The designated safeguarding lead completes the Safeguarding incident reporting form and if social care were contacted the Confidential safeguarding incident report form is completed by the designated officer. If police were contacted the Confidential safeguarding incident report form should also be copied to the directors/trustees.
- Further updates/notes/conversations/ telephone calls are recorded.