



POLICY: **Smoking, Drugs & Alcohol**

Links:

Regulations; HS33

Reg 46, 57

Rationale & Objectives:

The purpose of this operational policy is to keep children and adults safe by meeting the health and safety requirements of the Ministry of Education's Licensing Criteria for childcare centres; and relevant health and safety law requirements.

Smoke Free Environments Act #108, Workplaces and Public Areas, Part 1 #7(a):

Smoking & vaping prohibited at schools and early childhood education and care centres:

To ensure that the centre is drugs, alcohol and smoke free.

Procedures:

- Smoking, vaping, the use of illegal drugs and substances, and the drinking of alcohol are prohibited in all indoor and outdoor areas of the centre during hours of operation.
- If a team member is a smoker, they will be required to;
 - Smoke & vape off site out of the view of parents coming to and from the centre showing discretion at all times
 - Our centre uniform must be either removed or covered with a jacket or thick jersey so the smell of smoke does not permeate our Lumsden uniform or any clothing that is worn around our Lumsden tamariki & whānau
 - The jacket / jersey worn must not be a jacket or top that will then be worn at the centre this item of clothing must stay off site
- No smoking & vaping signs are prominently displayed throughout the centre.
- Our centre is an alcohol-free zone. Alcohol is allowed at work functions ie after hours and will be managed in a responsible manner.
- Drinking alcohol in our Lumsden Kindergarten centre uniform is prohibited.
- If we hold a centre function where alcohol is served employees of Lumsden Kindergarten are not permitted to partake in drinking alcohol at these events.
- Any team member who is suspected of being under the influence of alcohol or drugs while at work will be sent home and the situation will be investigated by the centre manager .

Philosophy: *'live with integrity and intention'*

Policy Developed: June 2017

Reviewed: June 2018, July 2019, August 2020, January 2021, Sept 2021, Dec 2022