

All Saints Nursery School

Staff Medication Policy

Staff taking medication/other substances

EYFS 2014 Staff taking medication 3.19

Staff must record medical conditions on the health form. If practitioners are taking medication which may affect their ability to care for the children, those practitioners should seek medical advice. They should only work directly with children if medical advice confirms that the medication is unlikely to impair their ability to look after children properly.

All medication **must be stored in locked lockers and not removed from the locker area** at all times while on the premises. Staff must ensure health forms are updated when new medication is prescribed.

It is a disciplinary offence not to disclose all medications you are taking or not storing those medications safely.

Smoking is not allowed at any time on Nursery premises.

This has been developed in line with the requirements of the Health Act 2006 to protect the health of all children, employees, contractors, and visitors to the Nursery's premises from exposure to second-hand smoke.

We recognise that people have the right to work in a smoke-free environment under the new Smoke-free Regulations and we will take all reasonable steps to achieve this.

We recognise that second-hand smoke adversely affects the health of people. We are not concerned with whether anyone smokes, but where they smoke and the effect this has on our staff and visitors.

Alcohol/Substance

Staff will not be permitted into the nursery if there is any indication that they are under the influence of alcohol or substance misuse.

The definition of 'substance' includes alcohol, illicit, prescription or over-the-counter drugs; and any other substance that may impair an employee's performance or conduct at work.

Any member of staff who arrives at work or is found during working hours to be under the influence of either alcohol or substances which affect their ability to perform their duties will be viewed as Gross Misconduct and will lead to summary dismissal. Staff should not have any alcohol or any other substances in their possession at the setting.

The Nursery will not hesitate to contact the police if we believe there has been an abuse of illegal drugs.

Parents/ Carers

If we believe that a parent is under the influence of medication or other substances when they arrive to collect their child, the committee/manager reserves the right, IN THE INTEREST OF CHILD SAFETY, to call the second named person on the contact list to collect, and be responsible for the child until a parent/carer can take over safely. Staff will not tolerate verbal or physical abuse and reserve the right to call the Police in the event of this occurring. If the parent is driving we will call the police.

Legislation links

Drugs Act 2005

NHS Direct – www.nhsdirect.nhs.uk

Drug Acts – www.opsi.gov.uk

This policy was adopted at a meeting of

All Saints Nursery

Held on

_____ (date)

Date to be reviewed

_____ (date)

Signed on behalf of the management
committee

Name of signatory

Role of signatory (e.g. chair/owner)

STAFF MEDICATION FORM

Name Date of Birth

G.P. Details
.....

Medical Condition
.....

Name of any regular Medication

Date you first started taking it

Dose and what time of day you need to take it
.....

Where is this medicine stored at Nursery

Any short term medication (i.e. antibiotics)

Date started and to finish

Dosage and time of day to be taken

Where is this stored at Nursery