



RADCLIFFE-ON-TRENT COMMUNITY YOUTH PROJECT SMOKING, ALCOHOL AND DRUGS POLICY

Drugs

Staff and volunteers who arrive at Radcliffe-on-Trent Community Youth Project activities clearly under the influence of illegal drugs will be taken into a separate room and questioned, disciplinary procedures may be implemented. Young people who arrive at the session clearly under the influence of illegal drugs will be taken into a separate room, and questioned and then a member of the staff/ volunteer will contact their parents/carers.

If a young person is found in possession of illegal drugs on the premises, the parent/ carer will be immediately notified and the drugs confiscated. If a member of staff or volunteer is found in possession of illegal drugs, serious disciplinary action will follow. In both cases, the police will be contacted.

In cases where staff or volunteers are taking prescribed drugs that may affect their ability to function effectively at work, the trustees should be informed and a risk assessment completed.

Alcohol

Staff and volunteers who arrive at Radcliffe-on-Trent Community Youth Project activities clearly under the influence of alcohol will be taken into a separate room and questioned, disciplinary procedures may be implemented. Young people who arrive at the session clearly under the influence of alcohol will be taken into a separate room, and questioned and then a member of the staff/volunteer will contact their parents/carers. Staff and volunteers must not bring alcohol onto the premises.

If a member of staff or volunteer has good reason to suspect that a parent/carer is under the influence of alcohol when they arrive at the session, to the extent that the safety of the young person is threatened, they have a duty to inform the Radcliffe-on-Trent Community Youth Project activities Designated Safeguarding Children Officer, according to the provisions of the Safeguarding Children Policy. The trustees will then be responsible for deciding on the appropriate course of action, ensuring that the safety and protection of the young person remains paramount at all times.

Smoking

Smoking is not permitted anywhere on the premises. This rule applies equally to staff, volunteers, parents/carers, young people and visitors.

If a young person is found in possession of cigarettes on the premises the parent/ carer will be immediately notified and the cigarettes confiscated.

Radcliffe-on-Trent Community Youth Project activities will make all possible efforts to ensure that young people are not allowed to travel in a vehicle driven by someone under the influence of illegal drugs or alcohol. When an illegal act is suspected, the police will be called.

This policy was approved by the Radcliffe-on-Trent Community Project Trustee Board on 8th September 2016

Review Date: September 2019