



Policy and Procedures Drugs and Alcohol

Purpose

Acacia recognises that we have a duty under OH&S legislation as far as practically reasonable to protect the health and welfare of our employees, families and children. We also acknowledge the importance of maintaining a Drug and Alcohol free educational and care environment to promote good health and overall wellbeing.

This policy confirms our commitment to:

- ensure a Drug and Alcohol free environment for children, families, educators, staff, volunteers and visitors
- encourage educators and staff to build on opportunistic learning moments with children
- provide information to educators, staff and families about the health benefits of not taking Drug and drinking excessive Alcohol.

As a health promoting service we will provide a smoke-free environment for children, educators, staff and families through learning, policies, creating a safe and healthy physical and social environment and developing community links and partnerships.

Background

The key to Drug and Alcohol control in the early years is prevention. The most effective means of prevention is providing an early childhood environment that is supportive and protective of all children. Building resilience and developing social and emotional competencies should start early to enhance the potential for children to resist risky behaviours later on

Whole Service Engagement

Acacia will ensure that all children accessing our organisation are provided with a alcohol/illicit drug use free environment at all times whilst in care.

Compliance with this drugs and alcohol policy is ensured with any users of service facilities to ensure the environment remains drug free and responsible consumption of alcohol is promoted (or banned)

It is recognised that every member of the service impacts on the children's health and can contribute to creating a healthy environment.

Definitions:

Drugs: The term Drug refers to any substance taken to change the way the body and/or mind functions.

Alcohol: Alcohol is a depressant drug, which means it slows down the messages travelling between the brain and the body



Procedure

Management are responsible for overseeing the implementation and monitoring of this policy

Healthy Physical environment:

- Our organisation and its grounds will be illicit drug/alcohol free at operational times.
- Acacia have an expectation that all staff will ensure that they will not take any prescription drugs that can affect their ability to perform their duties, along with any illicit drugs or alcohol.
- Staff/educators must ensure that all visitors to the Service understand and comply with requirements for maintaining a illicit drug and alcohol free environment.
- All events on and off site are drug free.
- If alcohol is available at a staff or family event, management ensures all legal requirements related to the sale and supply of alcohol are met. Responsible consumption of alcohol is promoted.
- If external organisations use the premises, a formal agreement ensures that Acacia premises are drug free and responsible alcohol consumption is promoted.
- All authorised vehicles used in transporting children who are accessing our organisation are to be illicit drug and alcohol free
- Staff/Educators are to minimise the risk of children whilst in the Service observing people consuming drugs and alcohol, including images that may be accessed by children through photographs, magazines, television, videos, computer games or the internet.
- Staff/Educators must as soon as possible, remove or endeavour to remove children from any vicinity where alcohol/illicit drug consumption is occurring. This includes any environment which is not under the direct control of the Service.

Healthy Culture:

- The service engages with families and children from culturally diverse backgrounds to ensure cultural values and expectations about drugs and alcohol are considered.
- All members of our service, including educators, staff, children, families, students, contractors and volunteers are required to adhere to legislation and this policy and therefore will be supported to meet this policy.
- Staff, educators and Families are encouraged to drink responsibly and refrain from taking drugs, especially while around children.
- The service avoids encouraging the consumption of alcohol as part of events, celebrations, awards, gifts and fundraising.
- Staff using prescribed or over the counter medications are to be aware that these medications can affect their ability to perform their work safely. Where the use of such medications has an impact on the staff member's ability to safely discharge their duties, the staff member must notify their manager/ supervisor and discuss suitable alternative work arrangements Students and staff must not use, possess, grow, manufacture, store or distribute Illegal Drugs or bring Drug Paraphernalia on Acacia Premises.
- Staff/ Educators who are perceived to be under the influence of alcohol or drugs will be sent home immediately and may be subject to appropriate disciplinary action.
- Staff/ Employees may be randomly tested for drugs or alcohol



Child teaching and learning:

- Educators will guide age-appropriate, sensitive discussions about health issues related to alcohol consumption and drug use (e.g. medication) as opportunities arise.
- Professional development and resources are provided to educators and staff to help them guide age-appropriate, sensitive discussions about health issues related to alcohol and drug use (e.g. medication) as opportunities arise.

Supported staff and educators:

- Educators who want to quit drinking or using other drugs are referred to appropriate support agencies.
- These policy requirements are made available to all staff at induction
- Resources about the health risks related to excessive drinking and taking drugs are available to educators, and staff

Families and community Partnerships

- Staff/educators are encouraged to establish partnerships with local health professionals, services and organisations to increase their capacity to deliver and promote illicit drug and alcohol education and prevention initiatives
- Information about the health risks related to excessive drinking and taking drugs are available to families and community members, including information about accessing support services.
- The service does not have any partnerships with organisations that market or supply alcohol or Drugs.

Relevant Legislation and Policy:

Educational and Care Services National Regulations 2018: regulation 82 2.42 - The approved provider must ensure the environment is free from the use of illicit drugs and alcohol.

Educational and Care Services National Regulations 2018: regulation 83 2.43 The approved provider must ensure that the nominated supervisor, staff members and volunteers at the service are not affected by alcohol or drugs (including prescription medication) that may impair their capacity to supervise or provide education and care to children at the service.

2.44 The nominated supervisor must not consume alcohol or be affected by alcohol or drugs (including prescription medications) that may impair their capacity to provide education and care to children at the service.

Refer to following policy:

- Child safe environment
- Code of Conduct
- Tobacco Control
- Supervision for children
- Occupational health and safety
- Staff health and well being

