

Centre Exclusion: Substance Abusers

Reference and Key Text

Licensing Criteria 2008, Health and Safety, Child Protection:

- **HS33:** No person on the premises uses, or is under the influence of, alcohol or any other substance that has a detrimental effect on their functioning or behaviour during the service's hours of operation.
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1. All staff members have a duty to report to the Head Teacher or Manager immediately, where they have reasons to suspect a staff member or any adult, is attempting to or has come on to the premises during operating hours, that is a substance abuser; - defined as a person who is currently using or has recently used and is affected by:
 - alcohol or
 - any other drugs or substance that has a detrimental effect on the persons functioning or behaviour.
 2. Where the Head Teacher, Manager or person in charge has reason to believe that a "substance abuser" is attempting to come onto or is present on the premises, then the Manager/Head Teacher will advise that person that their presence is unlawful and they are to leave immediately.
 3. If it is a staff member, they will be asked to go home and their actions will be considered in terms of the Centre rules and/or in terms of the Centres disciplinary procedure.
 4. In the event that the Head Teacher/Manager/Person in charge suspects that a person is affected by drugs or any other substance they should take reasonable steps to determine if that person's behaviour, as a result, is detrimentally affected, before enforcing steps 2-3.
 5. The Centre manager is to be informed if any employee or contractors are on prescription drugs that may affect their behaviour.

Reviewed July 2005
Reviewed March 2007
Reviewed April 2010
Next review Nov 2012

