

# Mr H Out of School Club



## SUBSTANCE POLICY

**August 2024**

## **WHY IS IT NECESSARY?**

- We believe that children need to be aware of substances that are potentially harmful, and be educated as to their proper use, and what to do if a situation arises where they need to seek adult help. We also feel that is important that adults who work at the Club school are reminded of this.

## **AIMS**

- We aim to raise the children's awareness of substances in the environment that may harm them if not properly used and respected. This will include medicines, tobacco, alcohol, household substances and natural items such as berries and seeds outside, and also medicines, tablets or syringes that may be found outside; strategies to be given for dealing with these.

## **OBJECTIVES**

- To promote the safe use of medicines through activities such as story and role play activities doctor/hospital play using prop box.
- To increase awareness of substances inside and outside home and Club that may be harmful e.g. household cleaners, seeds, leaves and berries, strategies for what to do if the children find any tablets or syringes etc. outside e.g. to tell an adult and not to touch them.
- To promote our non-smoking policy to parents and educate the children about the benefits of not smoking. Smoking cessation help to be available for adults on request at the local Children Centre. We also do not allow the use of e cigarettes or vaporisers.
- No volatile cleaning fluids to be kept on Club premises. Any cleaning materials to be securely stored.
- Medication policy to be disseminated to all parents and staff via the website.
- All medication on Club premises to be securely stored.

## **EXPERIENCES CAN BE PRESENTED IN THE FOLLOWING WAYS:-**

- By use of stories at small group time that are relevant and age appropriate.
- Educating the children about the dangers of smoking and to promote not smoking as a part of being and staying healthy
- Staff being good role models.

- Children being encouraged by staff not to touch any berries or seeds outside before finding out what they are.

### **PLANNING OF ACTIVITIES**

- Activities to be planned by all staff
- Weekly planning meetings to raise relevant issues

### **RESOURCES**

- Enthusiastic and knowledgeable staff.
- Books, videos, puppets, expert advisory staff.

### **N.B.**

In the case of any parent on Club premises or in Club grounds being affected by alcohol or drugs – child to be kept on Club premises – emergency contact called, headteacher to call police if any alcohol or drug affected behaviour poses a threat or problem to any child or adult. Early Response team referrals may be contacted if necessary.

Signature of Owner: .....

Signature of Club Manager .....

Date: .....