



SMOKING, VAPING, ALCOHOL AND DRUG POLICY

December 2025

Review: December 2026 (or when required)

Statement:

Kidzproof Ltd operates a No Smoking Policy in line with current legislations. Under NO circumstances will we allow a member of staff, visitors, parents or carer to smoke on the premises or on the grounds of the preschool.

Aim:

- To provide a healthy and clean environment for the children, where they can see the right choices being made with regards to being healthy.

Procedure:

- No Smoking/Vaping signs are displayed in the building;
- Any member of staff found to be smoking/Vaping in and around the premises or on the surrounding grounds during operating hours will be suspended immediately and asked to report back at a later date for formal disciplinary action;
- Parents/carers are asked not to smoke/vape on the premises or on the surrounding grounds or outside the front entrance during operating hours or at drop-off and pick-up times;
- Staff who do smoke/vape before starting work must make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues. They must change their t-shirt and wash their hands before starting work;

Alcohol and recreational drugs are strictly prohibited on and around the site. If management suspect any member of staff to be under the influence of alcohol and/or recreational drugs, the member of staff will be asked to leave immediately and disciplinary will follow.