

Avoca Beach Preschool

Background

Cigarette smoke contains toxins and chemicals known to be detrimental to health. Because children generally breathe much more quickly than adults and their immune and respiratory systems are still developing, they are more at risk of such illnesses as asthma, chest and sensory infections, and Sudden Unexpected Death in Infancy (SUDI). In addition, children may not know nor have the physical ability to move away from cigarette smoke.

Research has also proven that drugs and alcohol impair judgment and awareness.

Adults are always to be role models for children in child care.

Policy statement

The Service provides a healthy and safe environment for children, employees, families and other visitors while on the premises (i.e. the building, grounds and car parks).

Strategies and practices

- Staff, parents and any other visitors to the Service are not permitted to smoke on or adjacent to the premises or within view of the children.
- 'No Smoking' signs are displayed in the entrance and or foyer area.
- No alcohol or any unlawful substance is consumed in any part of the premises at any time when children are at the Service.
- Prescription medications such as asthma preventatives and treatment, and paracetamol are acceptable, but will be managed in accordance with the *Service's Administration of Medication Policy*.
- As part of their duty of care to ensure a healthy and safe environment for children, the educators inform the Nominated Supervisor immediately of anyone on the premises that they suspect is affected by alcohol or drugs.
- The educators represent the Service in the community and, as such, are aware of the importance of not smoking while wearing the Service's uniform out-of-hours.
- The Approved Provider/Nominated Supervisor will immediately relieve from duties any person whose capacity to supervise or provide education and care to children is impaired by alcohol or drugs (including prescribed medication). **The Approved Provider/Nominated Supervisor will notify the Regulatory Authority within seven days of becoming aware of an educator's impaired capacity to supervise or provide education and care to children.** If that person is the Nominated Supervisor

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or a staff member, they risk disciplinary action which may result in dismissal. If that person is a volunteer, their services will be discontinued.

Additional safe practices for babies

- No additional practices are required.

Responsibilities of parents

- To refrain from smoking, and from bringing alcohol or prohibited drugs onto or near the premises or within sight of children.
- To refrain from entering the premises while under the effects of alcohol or prohibited drugs.

Procedures and forms

- N/A

Links to other policies

- Administration of Medication Policy
- Educator Professionalism, Ethics and Reflection Policy
- Enrolment and Orientation Policy
- Excursion Policy
- Students, Volunteers and Visitors Policy

Links Education and Care Services National Regulations 2011, National Quality Standard 2011

Regs	82	Tobacco, drug and alcohol-free environment
	83	Staff members and family day care educators are not affected by alcohol or drugs
	175	Prescribed information to be notified to the Regulatory Authority
	176	Time to notify certain information to the Regulatory Authority

QA	2.1.1	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation
	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
	4.2.1	Management, educators and staff work with mutual respect and collaboratively, and challenge and learn from each other, recognising each other's strengths and skills

Sources

- Education and Care Services National Regulations 2011
- Guide to the National Quality Framework 2018 (September 2020 Update): Section 4 – Operational Requirements <https://www.acecqa.gov.au/sites/default/files/2020-09/Guide-to-the-NQF-September-2020.pdf> accessed 20 December 2020

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- Red Nose. (n.d.). *Information Statement: Smoking*. https://rednose.com.au/downloads/Smoking-Safe_Sleeping-Information_Statement_Nov_2017_WEB.pdf accessed 30 December 2020

Further reading and useful websites *(Consistent with the approach of the National Quality Framework, the following references have prioritised efficacy and appropriateness to inform best practice, and legislative compliance over state or territory preferences.)*

- Cancer Council – <http://acrf.com.au/> accessed 30 December 2020
- National Health and Medical Research Council – <http://www.nhmrc.gov.au/> accessed 30 December 2020

Policy Review

The Service encourages staff and parents to be actively involved in the annual review of each of its policies and procedures. In addition, the Service will accommodate any new legislative changes as they occur and any issues identified as part the Service's commitment to quality improvement. The Service consults with relevant recognised authorities as part of the annual review to ensure the policy contents are consistent with current research and contemporary views on best practice.

Version Control

Version	Date Reviewed	Approved By	Comments/Amendments	Next Review Date
1	8 January 2018	Dr Brenda Abbey (Author)	Updated to changed NQF requirements 1 February 2018. Service to modify policies to its specific needs.	
2	6 September 2019	Dr Brenda Abbey (Author)	Updated references.	
3	29 November 2020	Dr Brenda Abbey (Author)	Updated references.	
4	30 December 2020	Dr Brenda Abbey (Author)	Updated references.	
5	15 April 2021	Dr Brenda Abbey (Author)	Added Regulations 83, 175, 176	
6	July 2022	Rose Smith and Jessica Adlard		July 2023
7	May 2023	Rose Smith and Jessica Adlard	May Staff Meeting Emailed families	May 2024

Review date: July 2021

Next review: July 2022

Reviewed by: Rose Smith/Jessica Adlard