

Alcohol, smoking, vaping and Substance Misuse Policy

North Mymms Youth Project

1. BACKGROUND

- 1.1. This policy has been developed to support the club's Safeguarding Children Policy, Health and Safety Policy and Equal Opportunities Policy, in line with the objectives set out in the club's Constitution.
- 1.2. The key points of this policy as set out in the panel below will be brought to the attention of all helpers and members.

Substance Misuse

Alcohol, smoking, vaping and substance misuse may result in serious risks. Any young person associated with the club who has concerns about these issues is encouraged to talk to a parent, leader, or other appropriate adult.

Specialist help is available for adults or children who wish to give up smoking or vaping, who have alcohol or substance misuse problems, or who are affected by alcohol or substance misuse by others. Leaders will support any member or adult helper in accessing these.

North Mymms Youth Project does not allow tobacco, vapes, alcohol or unlawful or recreational drugs to be consumed by young people during any club activity or event. Any such consumption, or evidence of prior consumption resulting in the person being under the influence during a meeting, will result in parents being notified and the young person being sent home. Other sanctions may also be applied.

Adults participating in club activities may not consume tobacco, vapes, drugs or alcohol at any point when they are responsible for the supervision of members. Adult consumption of tobacco, vapes or alcohol during periods of club activity where they are not supervising members may be permitted as set out in the club's policy.

The project does not condone any form of substance misuse by either adults or young people. In the event of such activity the club will inform the parents of any child concerned, and in the case of either adult or child involvement may also inform the police or other agencies.

The Club's policy on alcohol, smoking and substance misuse is available to all members and to the public via its website at <http://www.nmyouth.org.uk/policies/>

2. ADDRESSING THE RISKS

- 2.1. This policy seeks to minimise the risks associated with alcohol, smoking, vaping and substance misuse.
- 2.2. Any person who is directly affected by these risks is entitled to support and can access appropriate services. Specialist help is available for adults or children who wish to give up smoking or vaping, who have alcohol or

substance misuse problems, or who are affected by alcohol or substance misuse by others. Leaders will support members or colleagues in accessing these services.

- 2.3. Nothing in this policy should discourage any member of the club, or any adult helper, from raising a concern to leaders or other officers about their own smoking, vaping, alcohol consumption or substance misuse. Any such disclosure by a child will be addressed in line with the club's Safeguarding Children Policy. Any such disclosure by an adult will be discussed with the Chair and an appropriate way forward will be agreed and documented.
- 2.4. In all cases where smoking, vaping, alcohol consumption or substance abuse comes to light, the principles set out below will apply.

3. SMOKING & VAPING

- 3.1. No person under 18 is permitted to smoke or vape at any club event or activity. If they do so, their parents will be informed and they will be required to leave the event or activity.
- 3.2. No adult is permitted to smoke or vape in any public or other building being used by the club.
- 3.3. No adult leader or helper is permitted to smoke or vape in the presence of any club member during any club activity or event, or whilst they are responsible for the care or supervision of members.
- 3.4. At longer events (camps, full day activities etc), adult helpers may smoke or vape at times when they are not directly responsible for the care of children, provided that they do so outdoors and out of sight of children.

4. ALCOHOL

- 4.1. No person under 18 is permitted to consume alcohol at any club event or activity or to attend the club whilst under the influence of alcohol. If they do so, or are suspected of doing so, their parents will be informed and they will be required to leave the event or activity.
- 4.2. No adult leader or helper is permitted to consume alcohol in the presence of any club member during any club activity or event, or to be under the influence of alcohol whilst they are responsible for the care or supervision of members. At any overnight event, specific adults will be identified who are "on duty" and responsible for the care of young people overnight. These adults are not permitted to consume alcohol. The on duty adults will include at least one person able to drive if required in case of emergency.
- 4.3. Adults attending overnight events are not permitted to consume alcohol within 8 hours of any activity where they will be responsible for driving.
- 4.4. Other adults attending camps or overnight events may consume alcohol within responsible limits at times when they are not directly responsible for the care of children. Any such alcohol consumption must be below the threshold where the adult causes a nuisance to any other person or their concentration is likely to be impaired at the point when they are next responsible for the care of young people.

5. SUBSTANCE MISUSE

- 5.1. In this policy the term substance misuse refers to any use of unlawful or recreational drugs, the misuse of prescription or over-the-counter medications and the misuse of any substance not covered above for the purpose of achieving altered states of consciousness.
- 5.2. The club does not condone any substance misuse by any person during any club activity whether as a member, helper or leader.
- 5.3. No child or adult may attend any meeting or activity whilst subject to the effects of any substance misuse.

6. RESPONSE TO CONCERNS

- 6.1 If it comes to the attention of any person leading or helping at the club that any adult or child has breached or may have breached these expectations, the matter must immediately be brought to the attention of the leader, or alternatively to the attention of the Chair or Safeguarding Children Officer.
- 6.2 If such concerns cannot be immediately dismissed as misplaced, the child or adult concerned will be required to leave the event or activity pending further investigation. In the case of concerns relating to a child, the child's parents will be informed and will normally be required to collect the child immediately.
- 6.3 If there is evidence that an offence has been committed during a club activity or event, particularly if there is evidence of the supply of intoxicants by any adult or child to others, the leader or deputy leader of the activity or event may contact the police. Unless the leader/deputy leader has reason to believe that delay in contacting police may result in a significantly increased risk to others, the issue should be discussed with the Chair before a decision to contact the police is made.
- 6.4 In all cases, the leader/deputy leader responsible for managing the incident must prepare a brief written account of the incident as soon as possible after it occurs and submit this to the Chair. Unless advised otherwise by the police, all such incidents will be followed by an internal investigation undertaken by relevant leaders or other club officers in respect of any concerns raised, and the Chair, in discussion with other officers as relevant, will determine what further action is taken.

External reporting following investigation

- 6.5 If the Chair concludes that there are grounds for so doing, s/he will report the matter to the police (if not already notified), to social services in the case of incidents involving children, or, in the case of adult helpers, the Disclosure and Barring Service.
- 6.6 The club will support any investigation undertaken by any authorised body. Leaders or helpers may be required to provide statements or other evidence as part of that investigation.

7 DECISIONS TAKEN UNDER THIS POLICY

- 7.1 Decisions about the management of any situation that arises during a club event will be taken by the leader and will have immediate effect for the duration of that event.
- 7.2 In any case involving possible breach of this policy, whether or not the issue can be fully determined, a decision may be taken by the Chair, following discussion with other club officers, to exclude the child or adult from further involvement in the club on a temporary or permanent basis or to restrict their involvement in particular areas of activity.
- 7.3 Any such decision will be notified in writing to the adult concerned or to the parent of any child. If a child or adult wishes to appeal against such a decision, they may do so by contacting the chair in writing and the matter will be considered and determined at the next full or special meeting of the committee.

Approved by Management Committee
For review

October 2025
October 2028