

TOBACCO, E-CIGARETTES, VAPES, ALCOHOL, AND OTHER DRUGS POLICY

QUALITY AREA 2 – VERSION 1.1



PURPOSE

This policy provides guidelines for Denzil Don Kindergarten to:

- Provide a safe environment that ensures the safety, health, and wellbeing of all children.
- Promote a culture of health and wellbeing for staff, children, and families.
- Improve educational health and wellbeing outcomes for all children and families.

POLICY STATEMENT

The safety, health, wellbeing, rights and best interests of every child guide all decisions, actions and practices of Denzil Don Kindergarten staff.

VALUES

Denzil Don Kindergarten is committed to:

- Ensuring an environment free from vaping, tobacco (including e-cigarettes), illicit drugs, and alcohol for environment for children, families, educators, staff, volunteers and visitors
- Providing information to educators, staff and families about the health benefits of not smoking, vaping or taking drugs, and responsible low risk alcohol consumption.

SCOPE

This policy applies to the Approved Provider, all service staff (educational and non-educational), students, volunteers, parents/carers, children, and others attending the programs and activities of Denzil Don Kindergarten.

Parent/Carer Responsibilities Under This Policy:
Do not consume alcohol or be under the influence of alcohol or drugs while at the service
Comply with legislation and service policy relating to smoke/vape-free areas (4 metres from the service, 10 metres from play areas)
Do not smoke in sight of children attending the service
Read, understand and follow the service Code of Conduct at all times
Adhere to this policy and all other service policies at all times

Responsibilities: R indicates legislation requirement	Approved provider & persons with management or control	Nominated Supervisor and Person in Day-to-Day Charge	All service staff (educational & non-educational)	Contractors, Volunteers & Students
Provide a safe and healthy environment for children, service staff, contractors, volunteers, students on placement, parents/carers, and all others attending the service (<i>Regulation 103, National Law: Section 167</i>)	R	R		
Ensure children attend an environment free from vaping, tobacco (including e-cigarettes), illicit drugs, and alcohol (<i>Regulation 82 (1)</i>)	R	√	√	√
Ensure all staff, contractors, volunteers, and students are not under the influence of alcohol or drugs (including impairing prescription medication) while supervising or providing education and care (<i>Regulation 83 (1)</i>)	R	R	√	√

Do not consume alcohol or be under the influence of alcohol or drugs (including prescription medication) that may impair the ability to supervise or provide education and care to children (<i>Regulation 83 (2) (a) (b)</i>)	√	R	√	√
Do not consume alcohol/be under the influence of drugs when at the service	√	√	√	√
Prevent and manage risks associated with alcohol and other drug use	R	√		
Monitor the health and safety of service staff, contractors, volunteers, students, parents/carers, and children	R	√		
Develop and implement procedures for safe removal of any affected staff, including arranging safe transport home and emergency intervention if required (<i>see Code of Conduct Policy and Compliments and Complaints Policy</i>) (<i>National Law: Section 167</i>)	R	R	√	√
Ensure a 4-metre smoke- and vape-free zone is maintained from the service entrances and within 10 metres of children’s outdoor play areas	R	√		
Display clear and visible smoke- and vape-free signage that is easily understood by the whole community	R	√		
Ensure all service events, both on-and-off-site, are smoke-, vape-, and drug-free (although not Regulation, alcohol is never served at kinder events)	R	√	√	
Ensure staff, families, and visitors comply with legislation and policy regarding smoke/vape-free areas, and don’t smoke in sight of children	R	√	√	√
Encourage staff who smoke or vape to follow appropriate hygiene practices to minimise children’s exposure to second/third-hand smoke (<i>see Definitions</i>) (<i>see Hygiene Policy</i>)	R	√	√	√
Include this policy in staff induction and orientation processes	R	√		
Develop, review, and update this policy in consultation with all staff, parents/carers, children, and the broader service community	√	√	√	√

BACKGROUND & LEGISLATION

BACKGROUND

The effects of drugs and alcohol can impair a person’s capacity to make appropriate judgments in relation to the care, safety, and education of young children. The health risks associated with vaping and tobacco use are well established, with second/third-hand smoke posing significant dangers, particularly for children whose airways are developing. Exposure to second-hand smoke increases the risk of early death and disease. It can also affect brain development due to the sensitivity of a child’s developing brain to even small amounts of toxins.

Alcohol and other drug use can impair a person’s ability to connect with and care for children, and may affect judgment, coordination, concentration, and alertness in the workplace. Being unfit for work due to alcohol or drug use places children, colleagues, and the individual at risk of harm and is a significant occupational health and safety concern. Preventing exposure to tobacco, vaping, alcohol, and other drugs at Denzil Don Kindergarten is essential. Creating a supportive and protected environment helps build children’s resilience and social and emotional skills from an early age, reducing the likelihood of engaging in risky behaviours later in life.

LEGISLATION & STANDARDS

Relevant legislation and standards include but are not limited to:

- Child Wellbeing and Safety Act 2005 (Vic) (Part 2: Principles for children)
- Early Childhood Australia’s Code of Ethics (2016)
- Education and Care Services National Law Act 2010: Section 174
- Education and Care Services National Regulations 2011: Regulations 82, 82, 175, 176
- Liquor Control Reform Act 1998
- National Quality Standard, Quality Area 2: Children’s Health and Safety
- Occupational Health and Safety Act 2004
- Occupational Health and Safety Regulations 2007

- Tobacco Act 1987 (Vic)

The most current amendments to listed legislation can be found at:

Victorian Legislation – Victorian Law Today: www.legislation.vic.gov.au

Commonwealth Legislation – Federal Register of Legislation: www.legislation.gov.au

DEFINITIONS

For regularly used terms, see the Definitions File located online: <https://denzildonkinder.org.au/policies/> OR in the Policies Folder in the kindergarten office.

Second-hand smoke: refers to the ambient smoke that is a by-product of active smoking. Breathing in second-hand smoke is also called passive smoking or involuntary smoking.

Third-hand smoke: refers to residual tobacco smoke constituents that remain on clothes, surfaces and in dust after tobacco has been smoked.

SOURCES & RELATED POLICIES

SOURCES

- Alcohol and Drugs Foundation: www.adf.org.au
- Better Health Channel – Drugs: www.betterhealth.vic.gov.au
- Cancer Council Victoria: www.cancervic.org.au
- Department of Education – Drugs Education: www.education.vic.gov
- Health.Vic: www2.health.vic.gov.au
- National Drug Strategy: www.health.gov.au
- Quit Victoria: www.quit.org.au
- Raising Children Network: raisingchildren.net.au
- Tobacco in Australia: www.tobaccoinaustralia.org.au
- Work Safe Victoria: [Guide for developing a workplace alcohol and other drugs policy](#)

RELATED POLICIES

- Child Safe Environment and Wellbeing
- Code of Conduct
- Complaints
- Delivery and Collection of Children
- Interactions with Children
- Occupational Health and Safety
- Staffing

EVALUATION

To assess whether the values and purposes of the policy have been achieved, we will:

- seek feedback from all parties affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify all stakeholders affected by this policy at least 14 days before any significant change is made to the policy or its procedures, unless a lesser period is necessary due to risk (*Regulation 172 (2)*).

ATTACHMENTS

NIL

AUTHORISATIONS

This policy was adopted by the approved provider of Denzil Don Kindergarten on 26/05/2026.

REVIEW DATE: 26 / MAY / 2028

Tobacco, E-Cigarettes, Vapes, Alcohol, and other Drugs Policy – Date reviewed: 26/

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