



Seaside SaLT
Speech and language therapy

Drugs & Alcohol Policy

Aim

It is our goal to serve as a great employer and handle our business affairs in a way that will create the safest possible work environment for our employees, visitors, and the general public.

We recognize that we can help maintain a safe, healthy, and productive work environment by preventing drug and alcohol issues, raising awareness, identifying problems early on, and offering support to those who need it.

Purpose

It is our policy to ensure that drug and alcohol problems are dealt with effectively and consistently so that workers are protected and those affected are encouraged to seek help. We expect all of those to whom this applies to support this policy and to comply with the rules below.

This policy defines drug and alcohol problems as a variety of behaviors caused by drugs or alcohol that may be problematic for the individual and/or the organization for which the individual works.

This policy applies to all our employees, as well as subcontractors (such as agency and self-employed individuals), consultants, and employees of other companies.

We encourage anyone who feels they may have a drug or alcohol problem to speak to their relevant supervisor or manager about it confidentially. Professional help and support will be provided to those to whom this policy applies.

Rules

- You must not have any illegal drugs, controlled substances, or legally permissible substances such as marijuana in your possession while working, if they are deemed to impair your ability to perform your duties safely and effectively. This includes substances that are illegal under federal, state, or local law, as well as those that are legal or decriminalized but may be considered a safety hazard or affect the work environment.
- You must not be under the influence of any drugs or alcohol. Note that, as drugs or alcohol previously consumed may affect your performance at work, you may still be considered to be under the influence.
- If you are taking drugs for any medical reason, please inform your supervisor or manager as soon as you become reasonably aware of the need to use drugs for medicinal reasons.
- If your supervisor or manager believes that you are under the influence of drugs or alcohol, you will be asked to leave, having been advised of the support available to you and your rights in accordance with our disciplinary procedures.

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- There may be circumstances where we would ask you to provide a sample of your alcohol or illegal drug consumption. This may be as part of an initiative to carry out random testing or otherwise. Any refusal to provide a test sample may lead to disciplinary action.

Signed....*H C Harron*..... Director/Proprietor

Print name.....Helen Harron.....

Dated.....21/08/2025.....