

# ALCOHOL AT SCHOOL EVENTS POLICY

## Rationale

Malvern Central School (the *School*) conducts many social events each year and it is necessary to establish and maintain a policy regarding the responsible service and consumption of alcohol which is relevant to such events and which follows the Department of Education and Training, Victoria (*DET*) guidelines with respect to the provision and consumption of alcohol and complies with State Liquor Licensing laws and regulations.

## Application and Aims

This policy:

- applies to all attendees of social events associated with the School; and
- clearly defines when alcohol may be provided on school premises, at school functions off the school premises, during and after school hours and during school camps and excursions).

## Implementation

### 1. Definition of 'School Events'

- a. A 'School Event' is an event which has been approved by School Council.
- b. 'School Events' do not include events located off school premises, which have been organised by parents, guardians or individual class representatives independently from the School. These events are not covered by this policy and are not the responsibility of the School.

### 2. Restriction of provision and consumption of alcohol

- a. All School Events **where children are present and/or which involve children participation will be alcohol free** where that event is held during school hours. All advertising for the event must clearly state: 'This is **an alcohol-free event.**'
- b. All School Events **where children are present and/or which involve children participation will be alcohol free** where that event is held after school hours and whether off or on school premises. All advertising for the event must clearly state: 'This is **an alcohol-free event.**'
- c. All school camps and excursions will be **alcohol free.**
  - i. Staff supervising students of the School on school camps and excursions are referred to the DET guidelines regarding their obligation to act in accordance with their duty of care towards students which is in force during the entire time of the camp or excursion and must comply with this Alcohol at School Events Policy.
  - ii. Staff should be aware that consumption of alcohol by staff during camps or excursions is inconsistent with the standard of professional conduct necessary to maintain community confidence in these activities; is not allowed under this policy; and could lead to allegations of negligence and loss of WorkCover rights.

- iii. Volunteers supervising students of the School on school camps and excursions must comply with this policy.

### 3. Permitted provision/serving/consumption of alcohol

- a. At after school hours School Events whether on or off the premises of the School **where children are NOT present**, alcohol may be available or offered for sale and consumption subject to compliance with the following procedures:
  - i. Approval is sought and obtained by the event organiser from School Council **before** the event.
  - ii. When considering whether to approve the provision of alcohol at an event, School Council must consider the Liquor Control Reform Act 1998 from which schools are not exempt.
  - iii. In consultation with School Council, the organiser of the event must nominate and appoint a dedicated Events Co-Ordinator.
  - iv. The Events Co-Ordinator must comply with all State Liquor Licencing laws and regulations applicable to the event and must obtain the necessary permits within 30 days of the proposed event.
  - v. All advertising for the event should state its start and finish times. This is necessary as the organiser of the event must stop serving alcohol at the event one hour before the designated finish time.
  - vi. At least one volunteer attendee who holds a valid Responsible Serving of Alcohol (**RSA**) Certificate must be present at each event where alcohol is served.

### Resources

DET Alcohol Policy

<http://www.education.vic.gov.au/school/principals/spag/safety/Pages/alcohol.aspx>

Responsible Service of Alcohol

<http://www.vcglr.vic.gov.au/home/liquor/education+and+training/responsible+service+of+alcohol/>

Liquor Licencing

<http://www.vcglr.vic.gov.au/home/liquor/education+and+training/new+entrant+training/>

### Evaluation

This policy will be reviewed every two years.

- Next Review Date: 2018

This policy was last ratified by School Council in: **December 2016**