

# Alcohol Policy

## Purpose

The purpose of this policy is to;

- Place children at the heart.
- Explain when alcohol can and cannot be consumed or sold;
  - On school premises; and
  - Off school premises at school functions.
- Ensure the legal requirements for the sale and/or provision of alcohol at school and at school functions are adhered to.
- Prohibit the consumption of alcohol by students at school and at school functions.
- Provide procedures for responding to students found in possession or under the influence of alcohol at school or at school functions.
- Prohibit fundraising events involving students which has alcohol as a prize.

## Definitions

*School premises* – school grounds, buildings and carparks.

*Off school premises* – all locations not within the definition of “school premises”.

*School function* – all events endorsed by or organised by the school council, Family and Friends Association, staff or students which are within the usual operational function of the school including but not limited to fundraising events, working bees, sports events, award ceremonies, parent information evenings, camps, excursions.

*Student events* - School functions at which students will be invited to attend.

*Non student event* – School functions at which students will not be invited to attend.

*Private Staff events* – informal functions that are open to attendance by staff and school council members only.

*School hours* – between 8.45am and 3.45pm or as otherwise specified by the Department of Education.

## Implementation

### **Consumption and provision of alcohol on school premises.**

- Alcohol shall not be consumed on school premises:
  - During school hours.
  - Outside of school hours;
    - At student events.
    - At school council meetings, Family and Friends Association meetings, subcommittee meetings.
- Alcohol may be consumed on school premises;
  - Outside of school hours;
    - At non student events.
    - By organizations who hire or lease school buildings.
    - At private staff events.

### **Consumption and provision of alcohol off school premises at school functions.**

- Alcohol shall not be consumed at school functions off school premises (or in transit to):

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- At student events.
- Alcohol may be consumed at school functions off school premises (or in transit to);
  - At non student events.

## Consumption of alcohol by students

- Students are prohibited from consuming, possessing or being under the influence of alcohol at school and at school functions.
- Students found to have consumed, possess or be under the influence of alcohol shall be referred to the principal who shall respond in line with the school's student engagement policy and drug education policy.

## Fundraising by student where alcohol is a prize

- Students are prohibited from participating in fundraising activities (such as the sale or promotion of tickets) which offers alcohol as a prize.

## Requirements for the sale of alcohol at school functions

- The school is subject to the Liquor Control Reform Act 1998 (Vic). This means that the school may be required to obtain a liquor licence if a school function is providing alcohol for sale or if provision of alcohol is included in a ticket event price. The Department of Justice, Victoria is the authority to which applications for liquor licences are made.
- Prior to any school function where a liquor licence will be required the event organisers must submit to the School Council for approval an operating procedure detailing how the sale of alcohol will be managed.
- No school function shall proceed without the appropriate liquor licence being obtained no less than 30 days prior to the function and a copy of the licence provided to the Principal.
- Organisations who hire the school premises for functions that intend to offer alcohol for sale must;
  - Submit for approval by the school council an operating procedure detailing how the sale of alcohol will be managed.
  - Provide the Principal with a copy of the appropriate liquor licence no less than 30 days prior to the event.
  - Comply with all conditions of the licence.
- The BYO of alcohol by attendees to the same event is to be discouraged.

## Requirements for consumption of alcohol at school functions

- When alcohol is consumed at a school function the following shall apply;
  - the function must have a defined starting and finishing time;
  - alcohol shall be consumed in moderate quantities;
  - sufficient non-alcoholic drinks must be available;
  - alcohol may only be provided to and consumed by those aged 18 and above;
  - adults serving alcohol shall comply with all conditions of any licence, for example Responsible Sale of Alcohol.

## Outcomes

- A safe and positive environment for students, teachers, parents and community members with students at the heart.

## References

- Information and guidance on Temporary Limited Licences is available from: <http://www.vcglr.vic.gov.au/>
- Department Guidelines: <http://www.education.vic.gov.au/school/principals/spag/safety/Pages/alcohol.aspx>

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Related policies

## REVIEW CYCLE

Version	Edited By / Comments	Next Review
2019	Wellbeing Sub-Committee	2022