

# Alcohol Policy

## Rationale:

From time to time social functions occur either within or associated with the school, and the school's management, staff, parent groups such as Home & School, and others occasionally seek approval for alcohol to be available at these functions. This includes both staff only functions and functions where parents/caregivers or the wider school community are involved.

Groups within or associated with the school also sometimes seek approval for the sale of alcohol, for example for fundraising purposes either directly or through a promotion or event.

This policy outlines the approvals framework for alcohol consumption, supply or sale, both within the school and during events or promotions related to the school. It is intended to protect the school's students, and the integrity of the school and its staff.

The principal shall:

1. Prohibit the consumption of alcohol on school premises during the hours that the school is open for instruction.
2. Prohibit the consumption of alcohol by adults or staff during school Education Outside the Classroom (EOTC) experiences and/or involving overnight stays, or by adults or staff who are supervising children at any other event (except where they are the parent or caregiver of all children they are supervising).
3. Prohibit the *provision and/or consumption* of alcohol at adult functions within the school, or associated with the school, unless approved by management.<sup>1</sup> Approval is to be considered on a case-by-case basis.
4. Prohibit the *sale* of alcohol at any school function or promotion unless formally approved by the Board of Trustees.<sup>2</sup>
5. Where the consumption of alcohol has been approved, ensure that food and non-alcoholic drinks are available whenever alcohol is available.
6. Ensure that all other requirements of the Sale and Supply of Liquor Act 2012, and any other relevant Act or Regulation, are met (where relevant).

**Approved:** September 2018

**Review:** September 2021

<sup>1</sup> The nature and form of this approval is to be defined within the school's procedures, and will likely vary by type of activity. In some cases this may be blanket approval for certain activities and in other cases it may vary between formal written approval and informal verbal approval at the time.

<sup>2</sup> Points the BOT should take into account when considering requests for the sale of alcohol in relation to the school:

- What are the Host Responsibility requirements and how will the activity meet these?
- What are the requirements of the Health and Safety At Work Act, and how will the activity meet these?
- How actively will the sale of alcohol be promoted and what steps will be taken to minimise visibility to children within the school?
- Is this a family oriented or child focused function or event?

