



DONVALE PRIMARY SCHOOL

ALCOHOL AT SCHOOL EVENTS

POLICY



Help for non-English speakers

If you need help to understand the information in this policy please contact the Principal 03 9842 3373

PURPOSE

As people have different expectations about what is reasonable and responsible for alcohol consumption in different settings, this policy clarifies the position of alcohol consumption at Donvale Primary School events.

Definition of 'School Event'

A 'School Event' is an event that has been approved by School Council and may be located on or off the school premises.

'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 Donvale Primary School.

Schools have a duty of care owed both to students and staff, to ensure that supervision of children is appropriate at all times. Staff, parents and the school community have an important role to play when modelling healthy attitudes and behaviour towards alcohol, to children.

AIMS

1. This policy aims to provide guidance and clarity to the school community about when alcohol can and cannot be consumed.
2. The provision, consumption and serving of alcohol within school premises, or at a school event

must comply with Department of Education's (DET's) *Schools' Policy and Advisory Guide (SPAG)* and the State Liquor Licensing regulations.

POLICY

1. Alcohol **must not** be provided, served or consumed when students are present on school premises or at school events away from the school premises.

2. Alcohol **may be** provided at school events after prescribed school hours (whether on or away from the school premises) where children are **not** present. Alcohol may be available or offered for sale, provided that the following procedures are in compliance:

- prior approval is sought from School Council. Examples of the type of applications of which the School Council may approve include; private functions organised by School Council, outside organisations hiring or leasing school buildings or private staff functions which exclude students.
- School Council or a committee organising an event must nominate and appoint an Events Coordinator who must comply with all State Liquor Licensing regulations and obtain necessary permits within 30 days of the proposed event.
- all advertising for a school event should stipulate the start and finish times of the event. This is necessary, as alcohol must cease to be served one hour prior to the designated finish time
- at least one volunteer parent with a Responsible Serving of Alcohol (RSA) Certificate must be present at each event where alcohol is served
- non-alcoholic options must be readily available
- each event must have a designated area where alcohol can be consumed
- parents are required to model appropriate and responsible behaviour at these events.

3. Students must not be involved in fundraising events which have an alcoholic beverage as a prize.

4. It is the role of the Principal (or their representative), to determine how to respond to students and/or parents who have been drinking during school hours and/or who have brought alcohol onto school premises.

Such incidents are to be treated seriously and the Principal should notify the police if, where students are concerned, the source of the supply (such as a retailer), can be identified.

5. Staff and volunteer parents supervising on school camps and excursions are required to adhere to the Alcohol at School Events Policy.

All school camps and excursions must be alcohol free. Alcohol consumption by students, staff and parent volunteers on excursions or school camps is prohibited.

Staff supervising 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.

Staff must be aware that consumption of alcohol by staff during staff camps or excursions is:

- inconsistent with the standard of professional conduct necessary to maintain community confidence in these activities
- is considered unwise
- could lead to allegations of negligence and loss of WorkCover rights.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Discussed at annual staff briefings/meetings
- Reminders in our school newsletter
- Hard copy available from school administration upon request

Policy last reviewed	May 2022
Consultation	Education Sub Committee
Approved by	School Council
Next scheduled review date	May 2026