

	<b>Alcohol Management Policy</b>	
	Reference: MP 6.2	Approved by Board: APRIL 2019
	Responsible Persons: President and House Team Manager	Scheduled Review: Annually

## 1.0 Introduction

ASLSC is a highly respected family-friendly club. We recognise the legal responsibilities and the financial and social benefits of holding and/or operating a liquor license in a community setting. It is important that our reputation and that of our sponsors and partners, continues to remain strong through the responsible service of alcohol, the adherence to all liquor licensing laws and we remain vigilant in the management of alcohol within the club.

## 2.0 Purpose

This document outlines our policy and procedures for a balanced and responsible approach to the supply, consumption and promotion of alcohol at our Club including - club-related activities, special events and functions and the use of our club facilities by others.

It represents our Club's commitment to its members, volunteers and visitors, and acknowledges the role that our club plays in building strong and healthy communities.

This policy will help to ensure that ASLSC:

- Meets its duty of care in relation to the health and safety of our members, volunteers and visitors who take part in any of our club related activities, special events and functions and other activities where alcohol may be consumed;
- Upholds the reputation of our club, our sponsors and our partners;
- Understands the risks associated with alcohol misuse and our role in minimising this risk;
- Complies with our liquor licence terms and conditions, under the Liquor Licensing Act 1998.

## 3.0 Policy

Our club is committed to the responsible service and consumption of alcohol. This alcohol policy outlines the club's expectations of behaviour for all members, officials, parents and volunteers.

Our club will promote this policy and the responsible service of alcohol through:

- Educating members, volunteers and visitors about our policy and the benefits of having such a policy;
- Ensuring this policy is easily accessible and will promote it via our website, newsletters, social media, announcements during events and functions and within the club facility;
- Not advertising, promoting or having alcohol served or consumed at any junior events or activities;
- Actively demonstrating our attitude relating to the responsible use of alcohol and promoting positive messages through our social media platforms;
- Actively promoting RSA courses to all club members and providing financial support to members who undertake RSA training, with a commitment to volunteering with the House Team;
- Ensuring non-alcoholic and low alcoholic drinks are available at all club events and functions;
- Training sufficient numbers of bar volunteers with their Responsible Service of Alcohol (RSA);
- Maintaining and complying with all requirements for our Liquor License;
- Maintaining an incident register and recording all incidents investigated by the House Team and Board.

In joining ASLSC, you agree to abide by this policy and understand that any breaches of the approved service of alcohol or inappropriate behaviour that results from excessive consumption of alcohol will result in the club taking disciplinary action.

A risk management approach will be taken in planning events and activities involving the supply or consumption of alcohol. Such events and activities will be conducted and managed in a manner consistent with liquor licensing legislation and this policy.

## **4.0 Guiding Principles**

Alcohol misuse can lead to risk taking, unsafe, unacceptable and/or illegal behaviour. Excessive consumption of alcohol will not be an excuse for unacceptable behaviour, particularly behaviour that endangers others or breaches the law, this policy or any other policy of our club.

Our club recognizes that we are a family-friendly club with a large percentage of club members under 18 and that not all club members choose to drink alcohol.

Alcohol will be served according to the legal and moral obligations of the Club's Liquor Licence with the safety and well-being of the members and visitors the priority.

Our club actively encourages to adopt responsible service of alcohol practices through:

- Non-alcoholic and low alcohol drinks available and to provide drinking water free of charge;
- Non-alcoholic drinks clearly visible and adequate in variety and supply;
- The club will provide alcohol-free social events for young people and families;
- The club will pursue non-alcohol revenue sources;
- The club will not endorse any celebrations, functions or end of season events that involve excessive consumption of alcohol;
- Safe transport options at functions will be encouraged and promoted.

## **5.0 Responsibilities**

The Board may delegate to the House Team or a delegated officer, to co-ordinate the safe and responsible service of alcohol within the Albany Surf Life Saving Club.

The House Team may appoint a Liquor License Approved Manager – who will liaise with the House Team Leader to ensure compliance with the Liquor Licensing Act 1988.

Whilst the club will undertake to educate club members, officials, parents and volunteers about the alcohol policy through promotion in club newsletters, website/social media sites and within the club venue, it is the responsibility of each individual to access this information.

## 5.1 What We Ask Members to Do:

While engaging in club activities we encourage members, visitors and volunteers to:

- Accept responsibility for their own behavior, use good judgement and take a responsible approach when alcohol is available;
- Encourage and assist others to use good judgement when alcohol is available;
- Will not patrol, compete, train or participate if affected by alcohol;
- Will not provide, encourage or allow people under 18 years to consume alcohol;
- Will not participate in any practice to pressure or encourage excessive consumption of alcohol;
- Will not provide alcohol only as an award or incentive for any reason;
- Will not post images on social media of themselves or others drinking alcohol irresponsibly at club-related activities.

## 6.0 Procedures

### 6.1 Serving alcohol

The guidelines for serving alcohol are to ensure the safety and well-being of every person that attends the club premises. Alcohol will be served in accordance with the club's values and requirements of the club's liquor license, which includes but is not limited to:

- Alcohol will only be consumed in licensed areas (change rooms are not a licensed area);
- Alcohol will only be served in standard drink measures;
- An Approved Manager will be on duty when the bar is open;
- Bar staff will be Responsible Service of Alcohol (RSA) trained;
- Bar staff will not consume alcohol whilst on shift;
- Free drinking water will be provided when the bar is open;
- Persons aged under 18 will not be allowed behind the bar (under any circumstances);
- Persons aged under 18 will not be served alcohol; in any capacity;
- The liquor license will be displayed at the bar.

## **6.2 Club Trips (away from Club venue)**

All members representing the Club on club trips, training camps and competitions will uphold and promote a strong and healthy club culture and understand that they are representing ASLSC. This will include travelling members:

- strictly adhere to responsible behaviour and responsible alcohol consumption in accordance with the principles of this policy and the values of ASLSC;
- Any breach of the policy will be the subject of disciplinary action, including possible suspension or termination of membership.

## **6.3 Intoxicated patrons**

- Alcohol will not be served to any person who is intoxicated or shows signs of intoxication;
- Bar staff will follow procedures provided in their RSA training for dealing with and refusing alcohol to intoxicated patrons, this includes refusing to serve alcohol to any person they believe is becoming intoxicated;
- Approved Manager on duty will not overrule a decision made by bar staff to refuse service to a person;
- Members will not supply alcohol to any other person who is intoxicated or who has been refused service by bar staff;
- Intoxicated persons will be asked to leave the club immediately and offered safe transport options (where available);
- The Bar Manager will complete an incident register and forward to the House Leader for investigation.

## **7.0 Non-Compliance**

Club members who fail to comply with this policy may be the subjects of disciplinary action including possible suspension or termination of membership as well as prompt action to ensure the safety and health of members is restored.

The Board will uphold this policy and any non-compliance will be handled according to the following process:

- Club members and/or guests should notify the House Team Leader of any breaches of this Policy (for example, individuals turning up intoxicated or bringing their own alcohol to a club function);
- The House Team Leader will provide an explanation of the policy to the person/people concerned, including identification of the section of policy not being complied with;

- Any further breach of the policy (either at the club venue or when representing the ASLSC) will be reported to and immediately managed by the Board and as set out in the Constitution and SLSWA Member Protection Policy.

## 8.0 Related Documents/References

- SLSA Illicit Drugs in Sports 6.23
- SLSA Member Protection Policy 6.5

## 9.0 Document History and Version Control

<i>Version</i>	<i>Date Approved</i>	<i>Approved By</i>	<i>Brief Description</i>
1			<i>Initial Draft - online</i>
<i>MP6.2 Draft 1</i>			<i>KBC additions and template</i>
<i>MP 6.2 D2</i>			<i>Board Feedback – PB, SB</i>
<i>MP 6.2 FINAL DRAFT</i>			<i>FINAL DRAFT for Approval</i>
			<i>Final Approved Policy Posted</i>