



Alcohol Consumption Policy

1. Aim:

1.1. The aim of this policy is to provide guidance and clarity the community of St Peter's Bentleigh East around alcohol consumption within the school and at school organised functions or events.

2. Purpose:

2.1. The purpose of this policy is to explain when alcohol can and cannot be consumed:

- on school premises
- at school functions off the school premises
- during school hours
- during school camps or excursions.

3. Governance:

3.1. This Policy is drawn from the following guidelines and procedures;

- MACS, policies and procedures
- Holy Trinity Parish
- Department of Education, Victoria, policy and guidelines

3.2. The policy is also underpinned by the following legislative obligations that govern the school;

- Catholic Education Commission of Victoria
- Education and Training Reform Act 2006
- Occupational Health and Safety Act 2004
- Liquor Control Reform Act 1998

4. Policy & Procedures

General

4.1. Alcohol must not be consumed on school premises during school hours by any person.

4.2. Alcohol must not be consumed by any person at any **school** function on or off school premises where students are present.

4.3. Alcohol must not be consumed by any person at any **school organised camp, event or excursion** at any time where students are present. As it is inconsistent with the standard of professional conduct necessary to maintain community confidence in these activities and could lead to allegations of negligence and loss of WorkCover rights.

School Functions not involving students

4.4. Consumption of alcohol is permitted on social and school fundraising occasions that involve staff and/or parents or carers provided the requirements set out below are met on every occasion:

1. The function does not occur on school premises during school hours
2. Students are not present
3. The function, event or social occasion is organised or supported by the Parents Associations of the school .
4. The function, event or social occasion is endorsed and authorised by the School Principal.

4.5. Consumption of alcohol at planned private staff functions (to which ALL staff are invited) held on or off school premises is permitted provided that;

1. It does not occur during school hours
2. Students are not present
3. There is no continuing responsibility for any student by any staff member during the private function
4. The planned function is approved in advance by the Principal

Note: A temporary liquor licence or appropriate venue licence is required for events where 'payment' is required to attend the event and the ticket price includes the supply of alcohol and/or over the counter sales.

A matrix table is attached to clearly set out the above policy and procedures (see appendix 'A')

Community use of School Facilities

4.6. Community users and private hirers of school facilities (*e.g. The Hall*) for functions or events outside of school hours that does not involve any school function or activities are permitted to consume alcohol on school premises provided the following requirements are met;

- a)The use and/or function is approved by the Holy Trinity Parish Priest /or Principals of

[appropriate / relevant school](#) together with any specific terms and conditions that are set by the Parish.

b) Prior approval for possession and consumption of alcohol is given by the Holy Trinity Parish [Priest](#) and/or Principals of [appropriate / relevant school St Catherine's, St Paul's or St Peter's](#).

4.7. Where alcohol is to be supplied at these private functions, the requirements under the Liquor Control

Reform Act 1998 (Victoria) are to be fully observed with respect to;

- a) The authorisation at law of a specific limited or temporary licence for the event.
- b) The supply of liquor to underage minors other than permitted at law.
- c) Requirements under responsible serving of alcohol provisions
- d) Mandatory requirement to provide free water at the event or function
- e) There is a management plan in place by the authorised organiser that addresses;
 - i. Defined start and finish times of the supply of alcohol
 - ii. Supply of alcohol to intoxicated persons
 - iii. Prevention and control of drunken and disorderly behaviour

5. Definitions:

1. **School premises** is an on-site location at St Peter's Bentleigh East where the school children are being educated.
2. **School function** includes all learning, educational, recreational, sporting and social occasions that are organised by the school or with the assistance of school staff. It also includes all social and fundraising activities, events or camps organised by and for the school by the Parents Association, School Advisory Board or any other organising committee representing the school. The start time and finishing time will be published in School Newsletter prior to an event. Anything outside of those set times is not deemed a School Function.
3. **School hours** are between 8.20 am and 3.40 pm Monday to Friday.

6. Resources

- Catholic Education Melbourne: Policy 2.13 Drug Issues in Catholic Schools <http://www.cem.edu.au/publications-policies/policy/policy-2.13-drug-issues-in-catholic-schools/>
- Department of Education and Early Childhood, Victoria. www.education.vic.gov.au
- Victorian Commission for Gambling and Liquor Regulation. www.vcglr.vic.gov.au
- Work Safe Victoria. www.worksafe.vic.gov.au/home

- Australian Government National Drug Strategy. www.nationaldrugstrategy.gov.au
- Australian Government Department of Education. www.education.gov.au

Appendix 'A'

Alcohol Policy Matrix Table

The following table is an aid to the Federated Schools of Holy Trinity Parish Alcohol Consumption Policy to assist in understanding when alcohol can and cannot be consumed within the school community.

	On School Premises		Off School Premises	
	With students	Without students	With students	Without students
School Function during school hours	No	No	No	Yes with Principal's approval
School Function outside school hours	No	Yes with Principal's approval	No	Yes with Principal's approval
School educational or sporting event	No	No	No	No
School Excursion	No	No	No	No
School Camp	No	No	No	No
Parent Association function during school hours	No	No	No	Yes with Principal's approval
Parent Association function outside school hours	No	Yes with Principal's approval	No	Yes with Principal's approval
Staff Function	No	Yes with Principal's approval	No	Yes with Principal's approval