TOORAK PRIMARY SCHOOL
Canterbury Road, Toorak Vic 3142

Alcohol at School Events Policy

Rationale

Toorak Primary School has a strong parent and family community promoted by numerous annual social events, some of which include the serving of alcohol. The School recognises that alcohol must be served and consumed responsibly and in accordance with this policy, DET guidelines, and State Liquor Licensing laws and regulations. The School does not provide alcohol education for its primary school students. The School prohibits the consumption of alcohol by students at school events or any school organised activity.

Purpose

This policy applies to all adults attending Toorak Primary School community events and defines when alcohol may be provided (on school premises, at school functions off the school premises, during school hours and during school camps and excursions) and what is acceptable behaviour.

The policy follows all DET guidelines with respect to the provision and consumption of alcohol and complies with the State Liquor Licensing laws and regulations.

Guidelines

1. Definition of ‘School Events’
   - A ‘School Event’ shall be an event that has been approved by School Council.
   - ‘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 Toorak Primary School.

2. Restriction of consumption and provision of alcohol
   - All School Events where children are present and/or which involve children participation shall be alcohol free where that event is held during school hours.
   - All School events where children are present and/or which involve children participation shall be alcohol free where that event is held after school hours and whether off or on school premises (unless School Council has allowed alcohol as an exception, refer below).
     - School Council may review School Events in its discretion and allow alcohol to be served as an exception when children are present when considered appropriate. In such a case, the procedures listed under paragraph 3 below, must be followed.
     - Students should not be involved in fundraising events which have an alcoholic beverage as a prize.
   - All school camps and excursions shall be alcohol free.
     - 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 and are required to adhere to this Alcohol at School Events policy.
     - Staff should be aware that consumption of alcohol by staff during camps or excursions is inconsistent with the standard of professional conduct necessary to maintain community confidence in these activities, is not allowed under this policy and could lead to allegations of negligence and loss of WorkCover rights.

3. Permitted provision/serving/consumption of alcohol

Reviewed July 2015
At after school hours School Events whether on or off the school premises where children are NOT present, alcohol may be available or offered for sale provided that the following procedures are complied with:

i. Approval is sought from School Council prior to the conduct of the event;

ii. When considering whether to approve the provision of alcohol at an event, School Council must consider the Liquor Control Reform Act 1998 from which school are not exempt;

iii. The School Council or the Community Events and Fundraising sub-committee overseeing the organisation of the event nominate and appoint an Events Co-Ordinator/Leader;

iv. The Events Co-Ordinator/Leader must comply with all Liquor Licensing laws and regulations and obtain the necessary permits within 30 days of the proposed event;

v. All advertising for the event should stipulate the start and finish times of the event. This is necessary as alcohol must cease to be served at the event one hour prior to the designated finish time;

vi. At least one volunteer parent with a Responsible Serving of Alcohol (RSA) Certificate must be present at each event where alcohol is served;

vii. Each event must have a designated area where alcohol can be consumed.

At after school hours School Events whether on or off the school premises where children are present, alcohol may be available or offered for sale provided the procedures i. to vii. above must be complied with and in addition the following procedures must be adhered to:

viii. children accompanied and under direct supervision by parents/guardians or a spouse over the age of 18

ix. approved by the Director of Liquor Licensing under section 122 of the Liquor Control Reform Act 1998

x. on premises which have an ‘on premises’ license granted as a restaurant and the function occurs during regular trading hours

xi. attending a function as approved by Liquor Licensing Victoria taking into account the above requirements.

At after school hours School Events whether on or off the school premises where children are present, alcohol may be consumed by adults who have brought their own (BYO) provided the procedures at (i) to (viii) are complied with where applicable/appropriate.

Notes:

(1) If school council approves the consumption of alcohol on school premises they must ensure adherence to the responsible service of alcohol requirements see: Department of Justice Licensee Obligations.

(2) Further information, including types of liquor licenses, and when a licence is required can be obtained from Department of Justice - Responsible Alcohol Victoria, phone 1300-650-367.

(3) A temporary liquor 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.

Related policies

- Excursions and Incursions Policy
- Camping Policy
- Student Engagement & Inclusion Policy

Evaluation

This policy to be reviewed annually.

This policy was last ratified by School Council July 2015.