



CROQUET SA

ALCOHOL MANAGEMENT POLICY

Rationale

This policy provides the basis for a balanced and responsible approach to the use of alcohol at Croquet SA events and activities. This policy will help to ensure the Association:

- Meets its duty of care in relation to the health and safety of our members and guests who attend our functions.
- Upholds the reputation of the Association, our sponsors and partners.
- Understand the risks associated with alcohol misuse and our role in minimising this risk.

Croquet SA recognises the legal responsibilities, financial and social benefits of holding a liquor license in the community. In doing, so we will adhere to liquor licensing laws and the criteria of the *Good Sports* programme.

Accordingly, and to ensure the aims of the Association are upheld and that alcohol is managed responsibly, the following policy requirements will apply:

- When alcohol is served by the club at our facilities
- To all players, coaches, officials, members, visitors, Association facilities, functions and other activities undertaken by the Association where alcohol is consumed.

General Principles

- A risk management approach will be taken in planning events/activities involving the sale, supply or consumption of alcohol. Such events will be conducted and managed in a manner consistent with liquor licensing legislation and this policy.
- Alcohol misuse can lead to unsafe or unacceptable sexual and/or violent behaviour, drink-driving and other alcohol-related harm. 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 the club.

Board Members, Members, Players and Officials

- Must not compete, train, coach or officiate if affected by alcohol.
- Must not provide, encourage or allow people aged under 18 to consume alcohol.
- Must not participate in or encourage excessive or rapid consumption of alcohol (including drinking competitions).
- Must not pressure anyone to drink alcoholic beverages.
- Must not post images on social media of themselves or others drinking alcohol at club-related activities.
- Must accept responsibility for their own behaviour and take a responsible approach and use good judgment when alcohol is available.

General

Croquet SA will ensure that:

- A current and appropriate liquor license is maintained.
- The Associations liquor license will be displayed as near as practical to the entrance of the clubrooms (as required by law).

- All mandatorily required liquor licence signage will be displayed in each area/room covered by the clubs license. For example, a Section 113 sign relating to minors must be prominently displayed in all areas of the licensed premises where minors are permitted.
- Where the club has extended trading past midnight, a Section 112 sign relating to minors must also be displayed at all entry points to the licensed premises, except designated dining rooms.
- The names of Responsible Service of Alcohol (RSA) trained personnel will be displayed and/or kept in a folder at the canteen/bar.
- Servers of alcohol are not permitted to consume alcohol when on duty. As well as an OH&S requirement and best practice, bar servers are obligated to judge whether someone is intoxicated before serving them alcohol. Under Section 119 of the Liquor licensing Act - Disciplinary Action, licensing inspectors are able to lodge disciplinary action on the basis of the licensee failing to properly manage the business, if they believe the performance of duties and ability to make decisions is impinged by their consumption of alcohol.
- Where possible, information posters about 'Standard Drink measures' will be displayed prominently near where alcohol is served.
- An Incident Register will be maintained (at the bar/canteen) and any alcohol-related incident will be recorded on the register.

Functions

The club will not:

- Conduct functions where a minimum amount of liquor sales is required
- Conduct all you can drink' functions
- Provide alcohol-only drink vouchers for functions
- Include alcohol in the price of tickets (or will limit 'free' drinks to a maximum of two).

Advertisements for functions will:

- Not overemphasise the availability of alcohol or refer to the amount of alcohol available
- Not encourage rapid drinking or excessive drinking
- Give equal reference to the availability of non-alcoholic drinks
- Display a clear start and finish time for the function.

Service of Alcohol

- Alcohol will be served according to the Association's Liquor Licence with the safety and well-being of members and guests the priority. The club will ensure:
- Only RSA trained bar servers with current qualifications will serve alcohol.
- People under 18 will not serve alcohol.
- Excessive or rapid consumption of alcohol is not encouraged which includes not conducting:
 - Happy hours
 - Cheap drink promotions
 - Drinking competitions.
- That service of double/triple measures of spirits is discouraged.
- When serving non pre-packaged alcohol (e.g. drinks in glasses), standard drink measures will be served at all times.
- Where possible, alcohol will cease being served at least an hour before the designated time for close of the function. Non-alcoholic beverages will continue to be made available during the last hour of service.



Intoxicated People

- Intoxicated people will not be permitted to enter the premises.
- Alcohol will not be served to any person who is or appears intoxicated.
- Bar servers will follow RSA training procedures when refusing service to an intoxicated person.
- If a person becomes intoxicated (and is **not** putting other people at risk with their behaviour) they will not be served alcohol but will be provided with water and options for safe transport home from the venue (where available).
- If a person becomes intoxicated (and **is** putting other people at risk due to their behaviour) they will be asked to leave the premises immediately and offered safe transport options (where available). Police may also be contacted to remove the person, if required.
- Any alcohol-related incident and any action taken will be recorded in the Association's incident register.

Underage Drinking

- Alcohol will not be served to persons aged under 18.
- Servers and Board members will ask for proof of age whenever the age of a person requesting alcohol is in doubt.
- Only photo ID's will be accepted as 'proof of age'.
- The club will discourage the drinking of alcohol in the change-rooms to reduce the risk of minors being served alcohol illegally.

Availability of Non-Alcoholic and Low Alcohol Drinks

The club recognises that alcohol is not the only revenue stream available and actively encourages the sale of alternative products to that of alcohol.

- Tap water will be provided free of charge (where available).
- At least four non-alcoholic drinks and one low-alcoholic drink option will always be available and priced at least 10% cheaper than the cheapest full strength drink.
- Non-alcoholic drinks should be clearly visible and adequate in variety and supply.

Food

- Substantial food (more than chips, nuts and similar snacks) will be available when alcohol is available for more than 90 minutes and more than 15 people are present (e.g. soup, toasted sandwiches, pizza, BBQ, salad rolls).

Safe Transport

The club recognises that driving under the influence of alcohol or drugs is illegal and hazardous to individuals and the wider community. Accordingly, Croquet SA implements a Safe Transport Policy that is reviewed regularly in conjunction with this Alcohol Management Policy. We ask that all attendees at our functions plan their transport requirements to ensure they arrive home safely and prevent driving under the influence of alcohol or drugs.

Policy and Responsible Use of Alcohol Promotion

- The Association will promote the alcohol management policy regularly:
 - By putting a copy of the policy on the website and in member/player information
 - In club newsletters and flyers/invitations for functions

- Via social media
- Through periodic announcements to members at functions.
- The Association will educate members and supporters about the alcohol policy and the benefits of having such a policy.
- The Association will actively demonstrate its attitude relating to the responsible use of alcohol and promote positive messages through its social media platforms.
- The Association will not advertise, promote or have alcohol served or consumed at junior events or activities.
- The club will pursue non-alcohol sponsorship and revenue sources.
- The Association will actively participate in the Australian Drug Foundation's *Good Sports* program with an ongoing priority to maintain Level 3 accreditation

Non Compliance

Croquet SA will enforce the alcohol management policy and any non-compliance, particularly in regard to Licencing Laws, will be handled according to the following process:

- Explanation of the policy to the person/people concerned, including identification of the section of policy not being complied with.
- For continued non-compliance with the policy Croquet SA will use its' discretion as to the action taken, which may include asking the person/ people to leave the facilities or function.

Policy Management

The presence of a bar manager is essential to ensure compliance with this policy. The bar manager or at least one Board member who is RSA trained are required to be present at all club functions when the bar is open. Key responsibilities of the bar manager/duty Board member are to ensure:

- Compliance with this policy and the liquor licensing laws
- Persons under 18 years of age are not served alcohol
- Intoxicated people are not served alcohol and are asked to leave after safe transport options are offered or provided
- Any alcohol-incidents are recorded in the incident register
- Co-operation with visiting police and assistance with any enquiries

Policy Review

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

Next policy review date is **July 2018**