



MARIST CATHOLIC SCHOOL

PROCEDURE: Alcohol at Events

Purpose

To provide a safe environment for all students and to ensure that alcohol use on School premises or at School functions is done safely and complies with relevant New Zealand legislation and Local Council bylaws.

Guidelines

1. Adults consuming alcohol on School premises and at School functions must be aware of the role models they present to children and behave responsibly.
2. Alcohol must not be consumed on School premises during school hours. Exemption may be made with the approval of the Principal for appropriate special occasions at times when students are not present.
3. Staff must not drink alcohol during hours of duty or when they have a continuing responsibility for students. This includes School excursions/outdoor adventure activities and any other School activity that is held outside ordinary school hours.
4. No children or young persons under 18 years of age are permitted to purchase or consume alcohol on any occasion.
5. Event organisers must seek permission from the Board of Trustees via the Principal if they wish to serve alcohol at any School function. The organisers must have this consent before any alcohol is served.
6. The Board of Trustees will consider the:
 - Nature and purpose of the event
 - Location of the event
 - Nature and level of supervision
 - Need for the organisers to apply for a Special Licence from the local council under the Sale of Liquor Act 1989 and in accordance with council bylaws, if alcohol is to be sold or supplied.
7. The Principal will be supplied with the name and contact details of the manager of the event.
8. Parents or legal guardians will be advised in advance when alcohol will be offered at any School social or fund raising events.
9. Where minors are present at a School event where alcohol is sold or supplied, they must be accompanied by a parent or legal guardian.
10. The Host responsibility:
 - The overall responsibility for the implementation and supervision of these guidelines rests with the manager in charge of the occasion who is named on the Special Licence. At any School event that involves alcohol being served, the manager in charge of the event must designate someone whose role is to ensure that the guidelines are adhered to.
 - If alcohol is served at a function, the following points must be observed:
 - Food must be available and in sufficient quantities to last throughout the function.
 - A range of alternative refreshments, including low alcohol and alcohol-free beverages, must be available for the duration of the event.
 - Practices that encourage intoxication are not acceptable, and anyone who does not demonstrate a responsible attitude towards alcohol consumption will not be served.

- If someone does become intoxicated they will not be served further alcohol and every effort will be made to protect their safety both at the event and afterwards.
- Alternative forms of transport will be available, for example, dial-a-driver and access to taxis or Uber.

11. The above guidelines shall apply to both School events and to third party arrangements i.e. where people want to hire School premises for an event.