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**SHC-POL002**

## **ALCOHOL MANAGEMENT POLICY**

**AUGUST 2014**

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### **Purpose**

Hockey SA recognises that alcohol mismanagement and misuse can be hazardous to health and can result in alcohol-related harm to individuals. Everyone has the right to a safe environment and that as providers of alcohol under a liquor license we have a duty of care to visitors and the wider community.

### **Scope**

This Policy applies to all areas of Hockey SA's purview including its roles in operating the State Hockey Centre and promoting the game within the state.

### **General**

Hockey SA recognises the responsibilities, financial benefits and social benefits of holding a liquor license in the community. In doing so we will adhere to the Liquor Licensing Act 1997 and the Code of Practice.

Hockey SA will ensure that:

- a current and appropriate Liquor License is maintained
- the Liquor License will be displayed at the front entrance, and all legal signage will be displayed in the bar & canteen areas (eg. Section 113)
- the names of RSA (Responsible Service of Alcohol) trained bar staff will be clearly displayed at the bar/canteen
- bar servers are not permitted to consume alcohol when on duty
- information posters about "Standard Drink measures" will be prominently displayed at the State Hockey Centre
- an incident register will be maintained and any incident will be recorded on the register.

### **Service of Alcohol**

Hockey SA will serve alcohol according to the Liquor Licensing Act 1997 and the Code of Practice and will ensure:

- only Responsible Service of Alcohol (RSA) trained people are permitted to serve alcohol

- excessive or rapid consumption of alcohol is not encouraged, and thus will not:
  - sell spirits as 'shots'
  - conduct happy hours
  - run cheap drink promotions
  - promote drinking competitions
  - give away 'alcohol only' drink vouchers.
- when serving non pre-packaged alcohol (e.g. drinks in glasses), standard drink measures will be served at all times.

### **Intoxicated Patrons**

- Alcohol will not be served to any person who is intoxicated or drunk.
- Servers will follow RSA training procedures when refusing service to an intoxicated patron.
- If a patron becomes intoxicated (and is not putting other patrons at risk with their behaviour) they will not be served alcohol but will be provided with water and options for safe transport home where available).
- If a patron becomes intoxicated (and is putting other patrons at risk due to their behaviour) they will be asked to leave the premises immediately and offered safe transport options (where available).

### **Underage Drinking**

- Alcohol will not be served to persons aged under 18 years.
- Servers and committee members will ask for proof of age whenever the age of a patron requesting alcohol is in doubt.
- Only the following current photographic Identification (ID cards) will be accepted as proof of age:
 

1. Driver's License	2. Keypass card
3. Proof of Age Card	4. Passport

### **Alcohol Alternatives**

Hockey SA 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.
- At least four non-alcoholic drinks and one low-alcohol drink option will always be available and priced at least 10% cheaper (than the cheapest available full strength drink).
- "Substantial food" is available when the bar is open for more than 90 minutes or more than 15 people are present. Some examples of "substantial" food that will be provided include: soup, hot chips, burgers, hot dogs, sandwiches and the like.  
NOTE: Potato crisps, dips & biscuits are not considered "substantial" food.
- Hockey SA will avoid player prizes and raffle prizes that have an emphasis on alcohol.

### **Safe Transport**

Hockey SA recognises that drink-driving is illegal and hazardous to individuals and the wider community. Accordingly, Hockey SA implements a Safe Transport Policy that will be reviewed periodically in conjunction with this Alcohol Management Policy.

## **Policy Management**

The presence of a bar manager/committee member is essential to ensure the operation of the bar and alcohol policy compliance. The bar manager or one committee member who is Responsible Service of Alcohol (RSA) trained are required to be present at functions when the bar is open.

Key responsibilities of the bar manager/committee members are to:

- Ensure compliance with the Hockey SA policy in accordance with the Liquor Licensing Act 1997
- Ensure intoxicated people are not served alcohol and are asked to leave the premises after safe transport options are offered or provided.
- Ensure persons under 18 years of age are not served alcohol
- Ensure any incidents are recorded in the incident register
- Meet visiting police, cooperate and assist with any inquiries

## **Policy Communication / Promotion**

Effective communication of Hockey SA's Alcohol Management Policy is vital in establishing its acceptance by our patrons, in minimising policy breaches and in providing an environment safe from alcohol-related harm.

Hockey SA will promote the Alcohol Management Policy regularly by:

- publishing a copy of the policy in newsletters, on the Hockey SA notice board and in printed member/player information
- displaying a copy of the policy in the upstairs function area
- periodic announcements to members at functions.

Hockey SA recognises the importance of educating members and players in the benefits of implementing an alcohol management policy and will endeavour to provide timely and relevant information to assist this process.

As an awareness raising and education strategy, all Committee Members, coaches, players and volunteers will be provided with an up-to-date copy of the Alcohol Management Policy and will be requested to abide by, promote and monitor it's implementation.

## **Non Compliance**

Hockey SA Board Members and staff will ensure implementation and monitoring of the Alcohol Management Policy. Any non-compliance will be handled according to the following process:

1. explain the policy to the person/people breaching the policy, including identification of the section of policy not being complied with
2. continued non-compliance with the policy should be handled by the CEO or staff member using their discretion to decide the appropriate action to be taken.
3. action may include asking the person/ people to leave the facilities or function.

Hockey SA will monitor and ensure all SA state representative trips adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy.

**Review of policy**

The Board of Hockey SA will review this policy annually or as often as it determines necessary and will make any changes it determines necessary or desirable.

**Access to the policy**

This policy will be available for viewing by any member of Hockey SA through its website or a copy will be provided upon request.