

ALCOHOL AND DRUG MANAGEMENT POLICY

PURPOSE

The purpose of this policy is to detail the responsibilities of management, workers, contractors, members/volunteers, guests and visitors regarding the service, supply and consumption of alcohol and the use of other drugs within the Sorrento Bowling Club premises/boundaries.

The objective of this policy is to ensure that Sorrento Bowling Club provides a healthy, safe and friendly environment for all workers, members and other guests and visitors. It represents the Club's commitment and acknowledgement that sporting clubs and associations play a significant role in building strong and healthy communities.

DEFINITIONS

Alcohol: Means the depressant drug available most commonly in alcoholic drinks including beer, wine, and spirits that may cause an individual to be under the influence or impaired. Includes all food, beverages, medications, and any other product containing alcohol.

Board: Means the management committee of the Club.

Club: Means the Sorrento Bowling Club (Inc.).

Drugs: Means all drugs and substances that when taken may cause an individual to be under the influence or impaired. The term 'drugs' includes alcohol, legal drugs, illegal drugs, and other substances including solvents and inhalants such as butane gas, paint thinners, and petrol.

Illicit drugs: Means all drugs that are illegal or illegally obtained as defined and detailed in the 'Misuse of Drugs Act (WA) 1981'. For the purpose of this policy, this includes drug paraphernalia.

Legal or prescribed drugs: Means medicines available legally over the counter (OTC) and medicines available on prescription from a licensed medical practitioner and available at pharmaceutical chemists.

Under the influence or impaired: Means that an individual is impaired by the effects of alcohol and/or other drugs and there has been a deterioration or reduction of the individual's physical, mental, or emotional ability. '**Physical**' includes but is not limited to simple or complex motor skills, speech, gait, and balance. '**Mental**' includes but is not limited to cognitive, reasoning and judgement. '**Emotional**' includes but is not limited to demeanor and social interaction.

Worker: Any person employed by the Club in a permanent, temporary or casual capacity.

POLICY STATEMENT

The Club recognises its legal responsibilities, it's duty of care to workers, members and other patrons and the need of upholding the reputation of the Club and its sponsors.

The Club supports the responsible consumption of alcohol and takes seriously any inappropriate behaviour that results from excessive drinking or drug use.

The Club also takes seriously the inherent risks associated with alcohol abuse, drug use and abuse or misuse of other substances within the Club premises. The health and safety of people will not be compromised by the presence of people under the influence of alcohol, non-prescribed drugs, or over the prescribed dose of prescription medication within the Club premises.

Alcohol or drug misuse can lead to risk taking, unsafe and unacceptable and/or illegal behaviour. Excessive consumption of alcohol or drugs 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.

Alcohol will be served in compliance with the requirements of the Club's liquor license and in accordance with the safety and wellbeing of patrons:

- Only workers/servers trained in Responsible Service of Alcohol will be permitted to serve alcohol. They are not permitted to drink whilst on duty.
- Management and workers/qualified servers will be regularly informed of the principles of Responsible Service of Alcohol.
- A risk management approach will be taken in planning events and activities involving the sale, supply or consumption of alcohol. Such events and activities will be conducted and managed in a manner consistent with liquor licensing legislation and this policy.

ALCOHOL AND DRUG MANAGEMENT

1. The Club will ensure:

General requirements:

- A current and appropriate liquor license is maintained and displayed.
- Only bar workers, approved servers or persons authorised by the Bar Manager/Duty Manager, or a member of the Board are permitted to be behind the bar.
- The names and a copy of the original Certificate of Responsible Serving of Alcohol for each server will be maintained and readily available for inspection.
- Workers/servers of alcohol will not consume alcohol when on duty.
- An Incident Register will be maintained at the bar and any alcohol or drug related incidence are recorded on the register.
- Alcohol is not advertised or promoted at junior games, events or functions/activities.
- This policy will be discussed during workers Performance Management meetings.
- Members, visitors and guests are educated about the Alcohol and Drug Management Policy through the Club website, newsletter and other club communication methods.

Service of Alcohol:

- Only RSA trained workers/servers with current qualifications will serve alcohol.
- Standard drink measures are used for non-packaged alcohol where possible.
- Workers/servers are aware of standard drink sizes and are competent in measuring standard drinks.
- People under the age of 18 years do not serve alcohol.
- Excessive or rapid consumption of alcohol is not encouraged.
- The Club will promote awareness of drink spiking issues.

Underaged Drinking:

- Alcohol will not be served to persons under 18 years of age.
- Bar workers/servers 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".

Availability of Food and Other Drinks:

- A range of snacks will be available when alcohol is served.
- The Club will actively encourage the sale and provision of alternative products to that of alcohol drinks including non-alcohol and low alcohol drinks, free water, bottled water at a reasonable cost and other healthy drink options and will ensure that these are clearly visible and adequate in variety and supply.

Functions:

- At all functions, an Organiser/Coordinator from the function must be readily identified and liaise closely with the Bar Manager/Duty Manager to ensure Responsible Service of Alcohol responsibilities, practices and policy requirements are known and complied with.
- A range of snacks and food will be strongly encouraged when alcohol is served.
- Tea and coffee will be provided during social events and functions.
- Advertisements for functions will promote safe celebrations by:
 - I. Not overemphasising the availability of alcohol or referring to the amount of alcohol available.
 - II. Not encouraging rapid drinking or excessive drinking.
 - III. Giving reference to the availability of non-alcoholic drinks.
 - IV. Displaying a clear start and finishing time for the function where applicable.
 - V. Including a safe transport message, where possible and relevant.

2. Contractors and club volunteers/members undertaking work related activities:

The Club has a duty of care to contractors, volunteers/members who undertake work-related activities/functions including the use of equipment or appliances, within and/or on behalf of

the Club. It means that individuals are required to be in a state (including physical, mental, and emotional) which enables them to perform their work in a competent manner and which does not compromise or threaten the health and safety of themselves or others.

The Club will not tolerate any of the following:

- Presenting for duty in a state where they are unable to perform their role to an acceptable standard due to the influence of alcohol or other drugs.
- Possessing, consuming, supplying or administering illegal drugs on Club premises.

3. Conduct Expectations:

When attending the Club premises and/or engaging in Club activities, members, guests and visitors will:

- Not bring alcohol or drugs into the Club's premises/boundaries.
- Accept responsibility for their own behaviour, take a responsible approach and use good judgement when alcohol is available.
- Be encouraged to monitor and control their consumption of alcohol.
- Encourage and assist others to use good judgement when alcohol is available.
- Not play, train, coach or officiate if affected by alcohol or drugs.
- Not provide, encourage or allow people aged under 18 years to consume alcohol.
- Not participate, pressure anyone or encourage excessive or rapid consumption of alcohol.
- Not post images on social media of themselves or others drinking alcohol irresponsibly at Club related activities.

4. Under the Influence or Impaired Persons:

If there are reasonable grounds for believing a person is under the influence or is impaired by the effects of alcohol and/or other drugs:

- They will not be permitted to enter the Club premises.
- Alcohol will not be served to any person who is or appears to be under the influence of alcohol or drugs.
- Workers/servers will follow RSA training procedures when refusing service to an affected person.
- If a person becomes under the influence of alcohol or drugs (and is NOT putting others at risk with their behaviour) the person will not be served alcohol but will be provided with water and offered options for safe transport from the Club, where available.
- If a person becomes under the influence of alcohol or drugs (and IS putting other people at risk due to their behaviour) the person will be asked to leave the Club premises immediately and offered safe transport options from the Club. WA Police may also be contacted to remove the person if required.
- Any alcohol or drug related incident and any action taken must be recorded in the Club incident register.

5. Procedures for Non-Compliance with the Policy:

The Bar Manager/Duty Manager or members of the Board, will uphold this policy and any non-compliance guided by the following procedures:

- Explanation of the policy to the person/people concerned, including identification of the section of policy not being complied with.
- Continued non-compliance with the policy should be handled by at least two people as outlined above who will use their discretion to take action, which may include asking the person/people to leave the premises, seek assistance from the WA Police, report the incident to the Board who may consider taking action in accordance with the Club's Constitution.

6. Promotion of the Policy:

The Club will ensure this policy is easily accessible and will be regularly promoted through such methods including the Club's website, newsletters, announcements during events and functions, and participating in promotions relating to Responsible Service of Alcohol or drug prevention.

7. ADDITIONAL SUPPORT

Workers, contractors, members, guests or visitors can contact a member of the Board if they require assistance with the Alcohol and Drug Management Policy or wish to report a concern.

APPROVED BY THE BOARD
SORRENTO BOWLING CLUB (INC.)

18 NOVEMBER 2024