College Alcohol Policy

Principles

The College understands that some events provide an opportunity for staff, parents and visitors to model positive behaviour around the consumption of alcohol. We believe that the moderate consumption of alcohol has a place in society and that students should be taught about alcohol through both the curriculum (PSHEE and Skills for Life) and through taking part in events where alcohol is safely and legally served and responsibly consumed.

This guidance should be read in conjunction with *P03 Expected Pupil Behaviour*, *P03RD09 Drugs, Alcohol and Smoking* and *P03RD14 Guidance on Visitor Behaviour*

This document provides guidance for all members of the College community to understand the College's:

- expectations regarding the consumption of alcohol by staff or other adult guests in the presence of pupils and/or parents at College events and on College trips.
- position regarding consumption of alcohol by staff at College-sponsored staff social events.
- expectations on serving alcohol at events attended by pupils and/or parents.
- position on the consumption of alcohol by pupils on trips or within the College.

NOTE: Throughout this document, the term 'alcohol' refers to beer and wine. Spirits should not be served or consumed at College events where pupils, parents and other guests may be present. Very occasionally, a staff social event may include the serving of spirits with approval from the College Leadership Team.

Alcohol consumption by staff or other adult guests in the presence of pupils

Whilst there will be times when staff are permitted to consume alcohol in moderation at College events or on College trips with pupils, it should be noted that it is a potential disciplinary offence for a staff member to be at work (which includes attending a College event or accompanying a College trip) when noticeably affected by drink, even if not 'drunk' in the everyday sense of the word. Being in such a state potentially puts pupils and colleagues at risk and may also undermine discipline and good order and perhaps bring the College into disrepute.

Staff who choose to drink alcohol whilst at College events or accompanying a College trip in the presence of pupils should be mindful of the following:

- The core responsibility of staff acting *in loco parentis*, must take priority over all other considerations.
- Staff must be able to respond safely in any emergency or unforeseen circumstances when needed.
- Staff act as role models for pupils.
- Staff should consider the nature and age range of the pupils and the context of the event or trip.
- Staff should consider the possible effect on the College's reputation, including how their behaviour may be perceived by others.
- There should always be a minimum number of 'duty staff' at any event or trip who have not consumed any alcohol and are always fully sober. In practical terms, where there are several members of staff at an event involving pupils or accompanying a trip, it there must be at least two members of staff at all times and in all circumstances who have completely abstained from consuming any alcohol. Who these staff are may depend on factors such as their role in the event/trip, ability to drive a minibus, extent of local knowledge and first aid qualifications.
- When consuming alcohol, staff must take into consideration external factors such as the laws of countries and rules of certain organisations which may prohibit the possession and consumption of alcohol.
- Alcohol must be purchased by staff and funds not drawn from trip contingency money.

Alcohol consumption at College-sponsored events by staff not in the presence of pupils

- When consuming alcohol at events where no pupils are present such as College-sponsored staff social events or Family Society events, staff must not behave in such a way as to bring the College into disrepute or make their colleagues or guests uncomfortable.
- Staff should always act in accordance with the law, and be particularly mindful of legal limits for safe driving.

Serving alcohol at College events

It is sometimes appropriate to order beer and/or wine with the catering request when organising an event for parents and other adult guests. If the primary purpose of the event is entertainment, for example performances and concerts, then you may choose to serve alcohol. It is not appropriate to serve alcohol if the primary purpose of the event is professional information sharing, for example parents' evenings and seminars.

Should you decide to serve alcohol at a College event, you must have at least one dedicated member of staff supervising the 'bar' at all times. Prefects may help serve wine and beer, but never without direct staff supervision.

The supervising staff member reserves the right to refuse to serve if they suspect the person to be intoxicated or under the age of 18 without acceptable photo identification. Please refer to Guidance on Visitor Behaviour for further information.

Pupil consumption of alcohol

Students between the ages of 16 and 18 may occasionally be served alcohol with a meal at formal College events (such as formal dinners and some Arts Festival events). This will be limited to two bottles of beer or two glasses of wine.

Under no circumstances will pupils aged under 16 be served alcohol at College events.

Students aged 18 and over may be allowed to purchase alcohol at some College events, such as the Sixth Form Ball. In such instances, wristbands will be available from the College to identify students as aged 18 or over, and only students with wristbands will be served. Supervising staff at such events reserve the right to refuse service to any student who is apparently intoxicated. In such circumstances, the student may be asked to leave the College site, and sanctions may be issued where appropriate, in line with the College Policy on Expected Pupil Behaviour.

Whenever alcohol is made available to students aged 16 or older, parents will be informed in writing prior to the event. In the event that a parent does not consent to their child (aged 16 or older) consuming one to two servings of alcohol at an event, it will be the student's responsibility to abstain; the College will not operate a 'no alcohol' list or prohibit students aged 16 or over from consuming a moderate amount of alcohol with a meal simply on parent request.

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Author/s:	Amber Waite Paul Cozens	**Date Reviewed:**	Michaelmas 2019
Date Ratified:	Lent 2020	**Next Review Date:**	Lent 2021
Committee:	N/A	**Clerk to the Governors** **Signature:**	N/A