



# ALCOHOL MANAGEMENT POLICY

## WILLETTON BASKETBALL ASSOCIATION INC

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### 1. PURPOSE

This policy outlines our procedures for a balanced and responsible approach to the service, supply, consumption and promotion of alcohol at club games, special (exhibition) events, functions and other club-related activities. It represents our club's commitment to its members, volunteers and visitors, acknowledging the role that sporting clubs and associations play in building strong and healthy communities.

This policy will help to ensure our club:

- Meets its duty of care in relation to the health and safety of our members, volunteers and visitors who attend any club games, special events, functions and other activities where alcohol may be consumed.
- Upholds the reputation of our club, our sponsors and partners.
- Understands the risks associated with alcohol misuse and our role in minimising this risk.
- Complies with a valid liquor licence\* and associated terms and conditions.

### 2. RATIONALE

Willetton Basketball Association Inc recognises the legal responsibilities and the financial and social benefits of holding and/or operating a liquor licence\* responsibly in the community. Level 3 Accreditation under the *Good Sports* program requires us to implement practices and policies regarding the responsible management of alcohol. As such, we will adhere to liquor licensing laws\* and the criteria of the *Good Sports* program.

### 3. GENERAL PRINCIPLES

- 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 misuse can lead to risk taking, unsafe, unacceptable and/or illegal behaviour. 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.

### 4. CONDUCT EXPECTATIONS

Whilst engaging in club activities, members, volunteers and visitors:

- Will accept responsibility for their own behaviour, take a responsible approach and use good judgment when alcohol is available.
- Will encourage and assist others to use good judgment when alcohol is available.
- Will not compete, play, train, coach or officiate if affected by alcohol.



- Will not provide, encourage or allow people aged under 18 years to consume alcohol.
- Will not participate, pressure anyone or encourage excessive or rapid consumption of alcohol (including drinking competitions and happy hours).
- Will not provide alcohol only as an award to a player or official for any reason.
- Will not post images on social media of themselves or others drinking alcohol irresponsibly at club-related activities.

## 5. ALCOHOL MANAGEMENT

Our club will ensure that:

- A current and appropriate liquor licence\* is maintained.
- The club's liquor licence\* is displayed as near as practical to the entrance of the clubroom or beside the bar service (as required by relevant state law).
- All mandatorily required liquor licence\* signage will be displayed in each area covered by the club's licence\*
- At least one Approved Manager will be on Duty any time the bar is in service.
- The names of Responsible Service of Alcohol (RSA) trained personnel will be displayed near the bar.
- Servers of alcohol will not consume alcohol when on duty.
- Information posters about '[Standard Drink measures](#)' will be displayed prominently near where alcohol is served, as will other warning posters available from Department of Racing and Gaming and Liquor.
- An Incident Register will be maintained at the bar. Alcohol-related incidents are recorded in the incident register, by legislation.
- Substantial food (requiring preparation and/or heating) will be available when alcohol is available for more than 90 minutes and more than 15 people are present and can be purchased at the cafe. Healthy food options will be provided, where possible.
- Alcohol is not advertised, promoted, served or consumed at junior games or activities.
- Potable water is made freely available whenever the bar is open.

### 5.1 Service of Alcohol

Alcohol will be served according to the club's liquor licence\* with the safety and well-being of members and visitors the priority. Our club will ensure:

- An Approved Manager is on the premises every time the bar is open.
- Only RSA trained bar servers with current qualifications will serve alcohol.
- People aged under 18 years do not serve alcohol, are not served alcohol, nor are required in any way to assist with bar service.
- Excessive or rapid consumption of alcohol is not encouraged. We do not conduct happy hours, cheap drink promotions or drinking competitions.

Bar staff/ servers of alcohol will encourage members, volunteers and visitors to:



- Consume alcohol in moderation bearing in mind our commitment to the Good Sports program, its philosophies and policies
- Consume water while drinking alcohol at the club
- Consume food while drinking alcohol at the club.
- Make alternate safe transport arrangements if they are considered to be intoxicated or at risk of exceeding the legal limit (e.g. free call to a taxi/friend/family).

## 5.2 Intoxicated People

For the purposes of this policy, a person is defined as in a **state of intoxication** if his or her speech, balance, co-ordination or behaviour is noticeably affected and there are reasonable grounds for believing that this is the result of the consumption of alcohol.

- Intoxicated people will not be permitted to enter our club premises.
- Alcohol will not be served to any person who is or appears intoxicated.
- 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) the person will not be served alcohol but will be provided with water and options for safe transport home from our club, where available.
- If a person becomes intoxicated (and **is** putting other people at risk due to their behaviour) the person will be asked to leave our club 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 our club's incident register.

### Our club recognises that:

- Drink driving is one of the main causes of road deaths in Australia.
- Driving when over the legal blood alcohol limit is illegal and hazardous to individuals and the wider community.
- Mixing drugs (including prescription medication) with other drugs or alcohol can seriously affect the ability to drive safely.

## 5.3 Underage Drinking

- Alcohol will not be served to persons aged under 18 years. People under age 18 years are not served by the bar person (they must go to the café to purchase soft drinks or food)
- Bar servers and committee members will ask for proof of age whenever the age of a person requesting alcohol is in doubt, and as per RSA legislation, only certain specific ID will be accepted as "proof of age".
- There is no drinking of alcohol outside of the licensed areas.
- There are no bar / liquor activities that will require the services of an underage person.

## 5.4 Availability of Non-Alcoholic and Low Alcohol Drinks



Not all club members drink alcohol. Bar sales are a minor revenue stream. Our club actively encourages the sale of alternative products to that of alcohol and will ensure that:

- Potable water is always provided free of charge.
- At least four non-alcoholic drinks and one low-alcoholic drink option are always available and priced at least 10% cheaper than the cheapest full strength drink. Healthy drink options will be provided, where possible.
- Non-alcoholic drinks are clearly visible and adequate in variety and supply.

## 6. FUNCTIONS

Our club will encourage safe celebrations and events by:

- Not conducting functions where a minimum amount of liquor sales is required.
- Not promoting or hosting 'all you can drink' functions.
- Not providing alcohol-only drink vouchers for functions.
- Not including alcohol in the price of function tickets. In the event this ever happens, limiting the number of drinks included in the price of function tickets to a maximum of four, as recommended by the Australian Health and Medical Research Council.

Advertisements for functions will promote safe celebrations by:

- Not overemphasising the availability of alcohol or referring to the amount of alcohol available.
- Not encouraging rapid drinking or excessive drinking.
- Giving equal reference to the availability of non-alcoholic drinks.
- Displaying a clear start and finish time for the function.
- Including a safe transport message, where possible and relevant.

## 7. SAFE TRANSPORT

Our club recognises that driving under the influence of alcohol and/or drugs is hazardous to individuals and the wider community. Accordingly, our club 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.

Our club will:

- Promote strategies that encourage members to plan how they'll get home safely before they go out e.g. pre-arranged transport.
- Print safe transport messages on relevant club activity and event invitations or flyers.
- Ensure telephone calls can be made free of charge to call a sober person to provide transport from the club or venue.
- Use a range of taxi or ride share strategies such as:
  - Free telephone calls to arrange a taxi to provide transport from the club or venue.



- The club committee will pre-order taxis to arrive at a club or venue at the conclusion of a club event or function.
- Encourage club members to utilise a ride share service.

## 8. LIGHTING

Lighting on the premises is automatic: as soon as a person enters an area the lights automatically go on. This lighting only goes off once the security alarms are set upon locking of the building for the day. The entire building has good outdoor wall lighting, while the lighting on the greater premises / precinct is maintained in good condition by the City of Canning.

## 9. CLUB TRIPS

Our club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the values of the club. Over 18 players and coaches will be counseled to:

- Accept responsibility for their own behaviour, use good judgment and take a responsible approach towards alcohol consumption.
- Encourage and assist others to use good judgment regarding alcohol consumption.
- Make alternative transport arrangements to get to and from the activity safely.
- Share a taxi or ride share (where available) with friends.
- Consider arranging overnight accommodation.
- Protection and duty of care to under 18 player is of paramount importance and a member of the club will be personally responsible for their safety, signed off by parents as part of their agreement for the trip to be undertaken.

## 10. AWARDS/PRIZES

Our club will avoid providing [awards](#) (e.g. at end of season presentations) and fundraising prizes that have any emphasis on alcohol as a reward.

## 11. PROMOTING THIS POLICY AND RESPONSIBLE USE OF ALCOHOL

Our club will:

- Educate members, volunteers and visitors about our policy and the benefits of having such a policy.
- Ensure this policy is easily accessible and will promote it via our website and social media.
- Actively demonstrate its attitude relating to the responsible use of alcohol and promote positive messages through its social media platforms.
- Pursue non-alcohol sponsorship and revenue sources.
- Actively participate in the Alcohol and Drug Foundation's *Good Sports* program with an ongoing priority to achieve the highest Good Sports accreditation.



## 12. NON-COMPLIANCE

Club staff and Club committee members will uphold this policy and any non-compliance, particularly in regard to Licensing 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.
- Continued non-compliance with the policy should be handled by the Approved Manager, the CEO, or at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the facilities or function.

## 13. POLICY MANAGEMENT

The presence of an Approved Manager and / or person who has current RSA qualifications, whenever our bar is open, is essential to ensure compliance with this policy and liquor licensing laws.

## 14. POLICY REVIEW

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

### SIGNATURES:

Signed:

Signed:

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CEO, Mark Winnett

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Club President, Phil Nixon

Date: 15/1/2020

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Next policy review date is **31/1/2021**

### ENQUIRIES REGARDING OUR POLICY:

CONTACT: MARIA MCADAM

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\*Unless exempt from having a licence under state specific laws

Visit: [www.goodsports.com.au](http://www.goodsports.com.au) for information regarding the Good Sports program.