

# Alcohol Policy

Policy Name: Alcohol Policy

Policy Number: V3

Document Type: Policy

Effective Date: December 2014

Last Reviewed: June 2023

Next Review: March 2026

Applicable Legislation:

- Liquor Control Act 1988

This policy will be reviewed every three years or earlier if required by the organisation. The review will ensure it reflects both the community expectations and all legal requirements.



## **Purpose Statement**

For the purposes of this policy, WA Volleyball Association Incorporated will be referred to as Volleyball WA or VWA.

This policy has been developed to provide direction for VWA regarding the service and consumption of alcohol.

Volleyball WA (VWA) supports the responsible consumption of alcohol. Any instances of inappropriate behaviour resulting from excessive drinking will be taken seriously and will be dealt with in accordance with this policy.

VWA will not endorse or support events, celebrations, tours, or end of season trips that involve excessive consumption of alcohol.

VWA recognises that it is not always appropriate for children to witness adults consuming alcohol and is committed to providing regular alcohol-free social events for young people and families.

## **Policy Application**

This policy applies to all VWA employees, contractors, volunteers, members and all other people or organisations which by agreement or otherwise, are bound to comply with this policy.

This policy applies to behaviour occurring during VWA business, activities, competitions, and events.

## **Definitions**

The following definitions are listed to provide clarity for this policy

- **Events** in this policy mean any VWA business, activities, competitions, tours, and events.
- **Member** means an individual, club, affiliated club, or association who is a member of VWA.
- **Staff** refers to employees, contractors, volunteers, and unpaid students on placement.
- **VWA** means Volleyball WA.

## **Background**

VWA acknowledges its duty to protect staff, members, and any other people involved with the sport from abusing or being exposed to the inappropriate consumption of alcohol. Such situations may negatively impact the health and reputation of staff, members and others involved in volleyball, as well as the reputation and integrity of Volleyball WA.

It is important that all VWA staff and members share an understanding of, and a commitment to, the systems and processes which have been developed for the effective management of the service and consumption of alcohol at Volleyball WA events.

## **Policy Statement**

This policy sets out the principles and guidelines which underpin the approach of Volleyball WA towards alcohol.

## **Responsible Service of Alcohol**

Alcohol at VWA events will be served in compliance with Western Australia's state requirements of the VWA liquor license or the licensed premises (if hiring a licensed venue) and in accordance with the safety and wellbeing of patrons.

The following rules will apply to ensure that alcohol is served in a responsible manner:

- A VWA staff member will be present at events where alcohol is served.
- Only people trained in the Responsible Service of Alcohol will be permitted to serve alcohol.
- Servers will not be permitted to drink while serving alcohol.
- The liquor license will be displayed at the bar.
- Excessive or rapid consumption of alcohol will not be permitted.
- People aged under 18 will not be permitted to be behind the bar under any circumstances.

## **Intoxicated Patrons**

- Alcohol will not be served to any person who is intoxicated. Signs of intoxication include slurred speech, impaired balance, poor coordination, reduced inhibition, aggressive, belligerent, and disrespectful behaviour.
- Servers will follow the procedures learnt in their Responsible Service of Alcohol training for dealing with and refusing alcohol to intoxicated patrons.
- Intoxicated patrons will be asked to leave, and safe travel options will be suggested.

## **Underage drinking**

- People aged under 18 will not knowingly be served alcohol.
- Servers and all VWA staff will request proof of age, where appropriate, and only photo ID will be accepted.

## **Safe transport**

- Taxi/ride share phone number or options will be displayed within the event venue.
- VWA members, guests and bar staff will encourage intoxicated patrons to take safe transport home.

## **Food and other drinks**

- A range of meals and snacks will be available whenever alcohol is served.
- VWA will provide a selection of low-alcohol and alcohol-free drinks, such as fruit juice and soft drink, at social functions.
- Free water will also be provided when alcohol is served.
- Tea and coffee will be provided during social functions.

## **Promoting the responsible use of alcohol**

- Posters about responsible drinking and standard drinks measures will be prominently displayed.

- Volleyball WA will not advertise, promote, sell or serve alcohol at junior events or activities.
- Volleyball WA will educate members and supporters about our alcohol policy through the VWA website, newsletter, and other communication channels.
- Whilst engaging in Volleyball WA activities and events, staff, members, volunteers and visitors will not post images on social media of themselves or others drinking alcohol irresponsibly at club-related activities.
- All contact with the media related to an alcohol or drug-related allegation or incident within its jurisdiction will be managed by the Volleyball WA Chief Executive Officer.

### **Consequences**

Staff and members will be subject to the following consequences following a breach of this policy:

- If staff, members, sporting personnel or other persons become unreasonably intoxicated at a VWA event, they will be asked to leave. Ongoing instances of intoxication will be noted as a breach of the Code of Conduct and may result in disciplinary action or other action as appropriate.
- Volleyball WA is committed to reporting any unlawful activity related to alcohol abuse from members or staff to law enforcement and other government agencies as appropriate. Unlawful behaviour may include but is not limited to spiking drinks or serving alcohol to a minor.
- Volleyball WA is committed to reporting any breaches to the Liquor Control Act 1998 (WA) to relevant bodies.
- Any person aged under 18 found to have consumed alcohol while at a VWA event or on a VWA tour may be suspended for the remainder of the competition/tournament. The minors' parents will be advised and will be responsible for returning their son/daughter home at their own expense.
- Any member or sporting personnel found to have behaved inappropriately because of overconsumption of alcohol (e.g., sexual harassment, verbal abuse, physical assault, neglect of a child) will face disciplinary action as outlined in the relevant VWA Policy.

Affiliates, employees, volunteers, members, participants and guests roles are to:

1. Comply with this policy and ensure information is made available;
  - a) Promote and role model expected standards of behaviours at all times
  - b) Be responsible and accountable for their own behaviour
  - c) Take a responsible approach and use good judgement when alcohol is available.
2. Collaborate with VWA personnel to implement best practice.
3. Report any areas of concern to VWA in a timely manner. VWA will ensure an incident register will be maintained and any alcohol-related incidents will be recorded on the register.

### **Policy Breaches**

VWA will take all breaches of the policy seriously and will ensure they are dealt with promptly, sensitively, and confidentially.

Disciplinary action may be taken against a person who is found in breach of this policy, in accordance with the Complaints Management Procedure.

If a criminal offence is considered to have been committed, the appropriate authorities will be contacted for advice and guidance.

## Document Control

### Version History

| Date          | Version number | Executive Summary of changes   |
|---------------|----------------|--|
| December 2014 | 1.0            | <ul style="list-style-type: none"><li>This new policy was adopted in December 2014.</li></ul>  |
| May 2022      | 2.0            | <ul style="list-style-type: none"><li>Policy updated onto new policy template.</li><li>Policy review conducted to be relevant in 2022.</li></ul> |
| June 2023     | 3.0            | <ul style="list-style-type: none"><li>Policy review conducted and no changes.</li></ul>  |
| December      | 3.0            | <ul style="list-style-type: none"><li>Updated policy with legal name "WA Volleyball Association Incorporated" advised by CCIWA</li></ul>         |

### Appendix & Relevant Procedures

This policy is to be read in-conjunction with the following:

- DLGSC Alcohol Policy Template
- VWA Anti-Harassment Policy
- VWA Complaints Handling Policy
- VWA Code of Conduct
- VWA Child Safeguarding Policy
- VWA Member Disciplinary Policy
- VWA Member Protection Statement
- VWA Risk Management Policy Statement
- VWA Staff Conduct Policy

