

# DEVELOPING A SCHOOL ALCOHOL POLICY

## Introduction

This guide provides information for developing an alcohol policy for your school or educational facility. Having a school alcohol policy means everyone is clear about if and when alcohol will be made available on your premises or at school events.

Schools have an obligation to provide a safe environment for their students. Increasing access to and availability of alcohol is a key driver in increasing alcohol harm in our community. This guide gives you tips and pointers for developing your alcohol policy.

The Hawke's Bay DHB feels very strongly that alcohol should not be on school grounds when children are present. It is widely understood that schools act as role-models for children, families and communities. Allowing alcohol to be sold or promoted in a setting where minors are present further normalises alcohol use in every day settings.

*Please note that the District Health Board's Medical Officer of Health is likely to oppose a school alcohol licence application if children are likely to be present at the event for which the licence is being applied for.*

**We recommend your Board of Trustees works with staff, relevant school committees and the parent teacher association (PTA) to develop an alcohol policy for your school or facility. The policy should reflect the intentions of the Sale and Supply of Alcohol Act 2012.**

## Why have a school alcohol policy?

Educational facilities have an important role in our society. They are a core part of our community and social structure. Schools are required to provide a safe physical and emotional environment for students. They are also required to fully comply with any legislation to ensure the safety of students and employees.

While alcohol may be seen as a normal part of socialised behaviour, normalisation has led to the acceptance of excessive consumption. Alcohol consumption in the presence of minors further reinforces this. There is no evidence that 'normalising' drinking – even with the best intentions of promoting more sensible drinking – reduces alcohol harm. Instead it offers greater access to alcohol by those most likely to be affected by alcohol harm.

**Your school might like to consider being both alcohol-free and smoke-free – to create a special place in your community where children will feel safe, knowing that parents and caregivers will not be drinking or smoking on school premises.**

**If you apply for a liquor licence we will ask to see your alcohol policy.**

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## Points to consider

**The Ministry of Education suggests that schools have an alcohol policy.<sup>[1]</sup>**

You might like to discuss these questions when considering your policy:

- a) Does having alcohol available on school premises or at school events have any benefit to our school community?
- b) Does it have any benefit to the children in our community?
- c) How does our school/educational setting contribute to reducing alcohol harm in our community?
- d) What example do we want to set for our children and community?
- e) How can we support the intention of the Sale and Supply of Alcohol Act 2012?

**Having a policy means everyone in the school community is clear about the place of alcohol in their school/educational facility.**



## PROMPTS

### For developing your school alcohol policy

- How does your school or educational facility promote a healthy and safe environment in relation to alcohol?
  - If alcohol is provided and/or consumed, are the six key principles of Host Responsibility followed?<sup>[2]</sup>
  - Is alcohol consumed when adults or staff have responsibility for student welfare?
  - Will alcohol be permitted at times of the day/week when students are not on school grounds? Will it be provided if children are present?
  - Is alcohol permitted at staff social functions at school? If alcohol is available, are non-alcoholic drinks, water, and food also available? Are adults asked to drink sensibly and moderately? Is alcohol served to or by students?
  - Is alcohol sold on the school property for the purposes of raising money where minors have access to alcohol?
  - Is alcohol offered as prizes at functions or in raffles? Note this is prohibited under the Gambling Act 2003.<sup>[3]</sup>
  - Is it clear that no staff member, while acting in the capacity of a staff member, shall give alcohol to a student or enable a student to obtain alcohol?
  - Do staff make sure that they do not provide students with alcohol (unless the student is their child – in accordance with the Act) or consume alcohol with students in a situation that may bring the school into disrepute?
  - How frequently will the policy be reviewed?
  - Who is responsible for the policy?
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## Contacts

We are here to help. Feel free to contact us with any questions about your school alcohol policy.

### **Hawke's Bay District Health Board**

Population Health: ph 06 834 1815, [liquorlicensing@hbdhb.govt.nz](mailto:liquorlicensing@hbdhb.govt.nz)

### **District Licensing Inspectors**

Napier City Council: ph 06 834 4154, [info@napier.govt.nz](mailto:info@napier.govt.nz)

Hastings District Council: ph 06 871 5000, [council@hdc.govt.nz](mailto:council@hdc.govt.nz)

Wairoa District Council: ph 06 838 7309, [administrator@wairoadc.govt.nz](mailto:administrator@wairoadc.govt.nz)

Central Hawke's Bay District Council: ph 06 857 8060, [info@chbdc.govt.nz](mailto:info@chbdc.govt.nz)

### **Police**

Eastern District Headquarters: ph 06 831 0700, [HB.liquorlicensing@police.govt.nz](mailto:HB.liquorlicensing@police.govt.nz)

## See our other guides

*Supporting Schools – Host Responsibility and Alcohol: Host responsibility – a quick reference guide.* December 2014. Population Health, Hawke's Bay District Health Board.

*Sample Host Responsibility Policy – Schools.* December 2014. Population Health, Hawke's Bay District Health Board.

*Preparing a Host Responsibility Implementation Plan: A quick reference guide.* April 2014. Population Health, Hawke's Bay District Health Board.

*Host Responsibility and Alcohol: A guide to being a responsible host.* April 2014. Population Health, Hawke's Bay District Health Board.

*Host Responsibility Resources: Order form.* April 2014. Population Health, Hawke's Bay District Health Board.

*Supporting Safe Alcohol Use at Small Events: A quick reference guide.* April 2014. Population Health, Hawke's Bay District Health Board.

*Supporting Safe Alcohol Use at Large Events: A quick reference guide.* Population Health, Hawke's Bay District Health Board.

### **These and more information can be found at:**

[http://www.hawkesbay.health.nz/page/pageid/2145883919/Licensing\\_and\\_Host\\_Responsibility](http://www.hawkesbay.health.nz/page/pageid/2145883919/Licensing_and_Host_Responsibility)

### NOTES:

[1] <http://www.minedu.govt.nz/NZEducation/EducationPolicies/Schools/PropertyToolBox/StateSchools/DayToDayManagement/Alcohol.aspx> Accessed November 2014

[2] See *Supporting Schools – Host Responsibility and Alcohol: Host responsibility – a quick reference guide.* December 2014. Population Health, Hawke's Bay District Health Board and *Sample Host Responsibility Policy – Schools.* December 2014. Population Health, Hawke's Bay District Health Board.

[3] The Gambling Act (2003) prohibits certain prizes from being offered. This includes alcohol, or vouchers or entitlements to alcohol, among other products including tobacco.