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| Avoca Football Netball Club Alcohol Management Policy | | Approval Date: | 8 th October 2018 |
| | | Review Date: | 8 th October 2019 |
| | | Version No: | 2 |
| President: | Sign: Bill Drummond | | |
| Vice-President: | Sign: Robert Rayner | | |

1. Introduction.

This policy aims to provide a basis for the responsible management of alcohol by the Avoca Football & Netball Club and is seen as fundamental to the operations of the club. To ensure that alcohol is managed responsibly by the club and its members, the following requirements will apply when alcohol is served at the club or during a club function.

2. Liquor Licence

The club recognizes the importance in holding a liquor licence in the value it adds to the club, enabling it to generate income and hold social functions, but in doing so the club also accepts the responsibilities and expectations of the community in strictly adhering to the liquor licensing laws.

The club shall operate a Restricted Club Licence No. 63123327 which shall allow the club to serve alcohol to members and their guests during the following hours:

- Tuesday to Thursday inclusive between 5.00pm and 11.00pm.
- Friday between 5.00pm and 1.00am the following day
- Saturday between 12 noon and 1.00am the following day.
- Sunday between 12 noon and 8.00pm
- From 1st April to 30th September inclusive.

A Section 120

Approval allows persons under the age of 18 years to be allowed on the premises other than in the company of a responsible adult in relation to preparation for and participation in sporting events during the hours specified below:

- Monday to Wednesday between 5.00pm and 8.30pm.
- Thursday and Friday 5.00pm and 9.00pm
- Saturday and Sunday between 8.00am and 9.00pm.
- Any extension or variation of these hours will only be sought by way of application for a Limited Licence when a specific function is to be held.

A copy of the restricted club licence and accompanying Liquor Licensing Victoria responsible serving of alcohol signage and standard drink information is to be clearly displayed at all times at the bar or any booth operated by the club.

The club will adhere to the provisions of the Liquor Control Reform Act 1998 at all times. Where guidance or assistance is required Liquor Licensing Victoria or the local Victoria Police Licensing Inspector will be consulted.

The key provisions in accordance with the Act that this club policy will strictly adhere to are:

- Persons under the age of 18 years are not served or provided alcohol.
- Alcohol will not be served to persons who are intoxicated.
- Persons under the age of 18 years are not permitted to serve alcohol.
- Persons who are intoxicated will not be permitted entry onto the club premises.
- Persons who are intoxicated will not be permitted to remain on the club premises.

Only photographic proof of age will be accepted.

As per section 120 of the Liquor Control Reform Act 1998, the club has applied for approval / consent for persons under 18 years to be permitted on the licensed premises other than in the company of their parent, spouse or guardian in relation to preparation for and participation in sporting events during the trading hours above.

3. Alcohol into Home Match Days

Bringing of alcohol into the licensed premises is strictly prohibited.

4. Non-compliance

All club committee members will enforce the alcohol management policy and any non-compliance, particularly in regard to the Liquor Control Reform Act, which will be handled according to the following process:

- a) Explanation of the club policy to the person/people concerned, including identification of the section of policy not being complied with.
- b) Continued non-compliance with the policy should be handled by 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 club facilities or function.

5. Bar Service and Management

The club will require that bar service be provided by club members who are trained in the responsible serving of alcohol (RSA). A list of all RSA trained club members will be displayed near the bar. The list will also highlight RSA trained committee members. The presence of committee members is essential to ensure the operation of the bar and policy compliance. At least two duty committee members who are RSA trained are required to be present at all club functions when the bar is open.

Key responsibilities of the duty committee members are to:

- Meet visiting police, cooperate and assist with any inquiries.
- Ensure the admission of members and guests and completion of the visitor's book.
- Compliance in respect of persons under 18 years of age on the premises.
- Ensuring intoxicated people are refused service and may be asked to leave the premises.
- Ensuring strict compliance with the club policy in accordance with the key provisions of the Liquor Control Reform Act.
- Recording any incidents in the incident register.
- Non and low alcoholic alternative drinks will be provided at all times from the bar at prices that are a minimum of 10% cheaper than full strength alcoholic drinks.
- Tap water will be provided free of charge from the bar.
- An incident register will be maintained to record any incidents that may occur in relation to compliance with this policy and the operation of the bar.
- It shall be the responsibility of the duty committee members or appointed bar manager to ensure incidents are recorded.

6. Safe Transport

Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to exceed the blood alcohol concentration requirements of their drivers licence. The Club will provide safe transport via the bus which is managed by the Avoca Sporting & Recreation Committee of Management. The bus will be available at club endorsed functions (including where able, functions held away from the Park) for any patron to use. The bus will be operated under the COM conditions of use at all times.

Where a designated driver who has been nominated by the club to operate the bus and that person has accepted the responsibility to drive others home safely, they will be provided non-alcoholic drinks free of charge by the club.

7. Fundraising, Functions and Prizes

A strict priority will be maintained to hold functions that appeal to a wide range of members offering diverse methods of fund raising and social events that are not solely dependent on alcohol or bar sales.

Functions, events or promotions will not be conducted that encourage excessive alcohol consumption as an incentive to attract patrons. Such promotions will include cheap drink promotions, drinking competitions and all-inclusive cover charges. The club will not promote or provide alcohol or drink vouchers for player awards or raffles.

Fundraising activities such as raffles do not provide prizes consisting of alcohol only. Small amounts of alcohol may be included in the overall prize package. (i.e. bottle of wine). The 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.

8. Food

Food will be available at most times when alcohol is served at the club. Substantial food will be provided when the bar is open for more than 90 minutes after play ceases and more than 15 people are present.

9. Smoke free.

Promotion of the club 100% smoke free status will compliment this policy. In accordance with the Smoke free policy, the club will not sell cigarettes.

10. Policy Promotion

The club will promote the alcohol management policy regularly by:

- Providing a copy on the club's website and in the policy manual located in the meeting room.
- Periodic announcements to members at functions.

The club recognises the importance of educating club members, particularly players in the benefits of implementing an alcohol management policy and will endeavour to provide information to assist this process. The club will encourage members to participate in a responsible serving of alcohol course annually with the aim of having all members understand issues regarding responsible alcohol management and why the club policy is in place.

11. Policy Review

To ensure this policy continues to be relevant for club operation and that it reflects both community expectations and the provisions of the Liquor Control Reform Act, the policy will be reviewed at the clubs annual meeting each year.