



# ALCOHOL – SALE, SUPPLY AND CONSUMPTION

## Rationale:

The Board of Trustees generally believes that the school should be an environment that is free from alcohol. However, sometimes, the school runs and hosts social events where the consumption of alcohol on school property may be appropriate. With the prior approval of the Principal, alcohol may be consumed by staff and invited guests once school is closed for instruction.

## Purpose:

The purpose of this policy is to provide a process by which the sale, supply and consumption of alcohol will be undertaken at school events.

## Scope:

This policy applies to all departments, individuals and hirers of any school facilities. The policy excludes all EOTC events as these are strictly alcohol free.

## Guidelines:

1. Organisers of functions for school must send a written request to the Principal if they wish to serve alcohol at the function. The organisers must have this consent before any alcohol is served. Considerations will be given to:
  - the nature and purpose of the event
  - the location of the event (on or off-school site)
  - the nature and level of supervision
  - **host responsibility.**
  - the need for the organisers to apply for a Special Licence, if alcohol is to be sold or supplied. It is also required if alcohol is available and a koha or entry fee charged.
2. All supply of alcohol must comply with the following guidelines  
[https://www.alcohol.org.nz/sites/default/files/field/file\\_attachment/AL576%20Serving%20Alcohol%20SAFELY%20at%20Workplace%20Events%20April%202014.pdf](https://www.alcohol.org.nz/sites/default/files/field/file_attachment/AL576%20Serving%20Alcohol%20SAFELY%20at%20Workplace%20Events%20April%202014.pdf)
3. External public bookings, such as weddings or parties, where non-school groups use the school under a lease agreement  
<https://education.govt.nz/school/property/state-schools/day-to-day-management/leasing-or-hiring-to-third-parties/> must follow these guidelines.
4. No alcohol shall be offered as a prize for any school fundraising.
5. No alcohol shall be advertised on any school related products e.g. sports uniform.



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## Related policies:

Sponsorship, Safe School, EOTC.

## References or Sources:

<https://www.education.govt.nz/assets/Uploads/Alcohol-Guidance-for-Schools.pdf>

<http://www.legislation.govt.nz/act/public/2012/0120/latest/DLM3339333.html> Sale and supply of Liquor Act 2012

Gambling Act 2003

(<http://www.legislation.govt.nz/act/public/2003/0051/latest/DLM207497.html>)

## Review details:

Review Date	Reviewed by
Aug 2024	SMK
<b>Review cycle:</b> 3 years	<b>Due date for Review:</b> Aug 2027