



PORT FAIRY GOLF CLUB ALCOHOL MANAGEMENT POLICY

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1 INTRODUCTION

This policy provides the basis for the responsible use of alcohol by the Port Fairy Golf Club (the Club) and is seen as fundamental to the aims and objectives of the Club.

The Club recognises the importance of holding a liquor licence, enabling it to generate income and hold social functions. In doing so however, the Club accepts the responsibilities and expectations of the community in adhering to liquor licensing laws and the criteria of the Good Sports program.

To ensure the aims and objectives of the Club are upheld and that alcohol is managed responsibly by the Club and its members, the following policy and procedures will apply when alcohol is served at the Club or during a Club function.

2. POLICY AND PROCEDURES

2.1 Serving Alcohol

Alcohol will be served according to the legal and moral requirements of the Club's Liquor Licence with the safety and wellbeing of patrons the priority. To achieve this:

- The Club maintain will a current appropriate Liquor Licence;
- Only Responsible Service of Alcohol (RSA) trained servers will serve alcohol;
- Bar servers will not consume alcohol when on duty;
- A person under 18 years of age will not be permitted behind the bar under any circumstances.
- The Club will discourage excessive or rapid consumption of alcohol;
- Standard drink measures of non-pre-packaged alcohol will be served at all times;
- Information posters about standard drink measures will be displayed at the bar;
- The Liquor Licence and all legal signage will be displayed at the bar;
- Names of RSA trained bar staff will be displayed; and
- An incident register shall be maintained and any incident recorded.

Any bottles of alcohol won as prizes in Club raffles shall not be consumed on the premises. Such prizes shall not be given to persons under the age of 18 years.

2.2 Intoxicated Patrons

The following will apply:

- Alcohol will not be served to any person who is intoxicated (signs of intoxication include slurred speech, impaired balance, poor coordination, and reduced inhibition, aggressive belligerent and disrespectful behaviour.
- Servers will follow RSA training procedures when refusing service; and

- Intoxicated patrons will be asked to leave the premises (after appropriate safe transport options are offered).

2.3 Underage Drinking

The following will apply:

- Alcohol will not be served to persons under the age of 18 years;
- Servers will ask for proof of age whenever necessary or whenever in doubt; and
- Only photo ID's will be accepted as 'proof of age'.

2.4 Alcohol Alternatives

The Club recognises that alcohol is not the only revenue stream and will have the following alternative products available and/or for sale:

- Tap water will be provided free of charge.
- At least four non-alcoholic drinks and one low-alcoholic drink option and at least 10% cheaper than equivalent full strength drinks.
- Where practicable, a variety of food will be available when the bar is open for more than 90 minutes or more than 15 people are present.
- Where practical, tea and coffee will be provided during social functions.

2.5 Safe Transport

Bar Staff shall adhere to the following safe transport guidelines when dealing with patrons who appear to be intoxicated.

- (a) Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to be intoxicated (or if it is known that a probationary driver has been consuming alcohol.
- (b) Bar staff will make a Club telephone available free of charge to enable a patron to arrange a taxi or other transport.
- (c) Telephone numbers for a local taxi will be clearly displayed at the Bar.

The Club will actively encourage the use of a designated driver at Club functions or other functions at the Club.

2.6 Smoke-Free

The Club has a (separate) Smoke-Free Policy (currently being developed) that is reviewed regularly in conjunction with this Alcohol Management Policy.

2.7 Club Trips

The Club will actively encourage those participants on any Club organised trip to adhere to responsible behaviour and alcohol consumption in accordance with the principles of this Policy and the aims and objectives of the Club.

Any person who, in the opinion of the Committee, did not comply with this requirement will not be accepted as a participant in future trips.

2.8 Non Compliance

All Club committee members will abide by the Alcohol Management Policy and any non-compliance, particularly in regard to compliance with the liquor licencing laws, will be handled as follows:

- Explanation of the Club Policy to the person/people concerned by the bar server, including identification of the section of the Policy not being complied with.
- Continued or recurring 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 a ban on serving the person/people alcohol for a specified period of time.
- The spiking of drinks is a criminal offence that will be reported to police.
- The serving of drinks to persons under the age of 18 years is a criminal offence that will be reported to police and the relevant liquor licensing authority. Any Bar staff found serving such drinks will be instantly dismissed.

2.9 Policy Management by the Committee

The Committee shall actively monitor compliance with this Policy through regular discussion with bar staff members and the Operations Manager, who shall bring to the attention of the Committee not only incidents of non-compliance but any repetitive instances that bordered on non-compliance.

The Committee shall respond to this information in an appropriate manner, including the issue of verbal or written warnings to the person/people concerned.

2.10 Policy Promotion

The Club will promote the Alcohol Management Policy regularly by:

- Putting a copy of the Policy in Club communications, e.g. newsletters, website and printed member/player information.
- Displaying a copy of the Policy on the notice board in the clubhouse.
- Periodic announcements to members at functions, as required.

The Club recognises the importance of educating club members, particularly players, about the benefits of an alcohol management policy and will endeavour to provide information to assist this process.

The Club will actively participate in the Australian Drug Foundation's Good Sports program with an ongoing priority to maintain Level 3 accreditation.

2.11 Policy Review

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