

Policy Title:	Alcohol Policy
Policy Number:	01
Last Amended Date:	04/06/2025
Supersedes:	LHCK001
Author:	Operations Manager
Owner:	Chief Executive Officer
Endorser:	Lionheart Board
Date Endorsed:	04/06/2025
Next Review Due:	June 2027

INTRODUCTION

Lionheart Camp for Kids (Lionheart) is committed to ensuring the safety, wellbeing, and positive experience of all Participants, staff, and volunteers. As an organisation working with children and young people, it is essential to maintain a responsible and appropriate approach to alcohol consumption. This policy outlines the conditions regarding alcohol use to promote a safe and healthy environment in compliance with legal and regulatory obligations.

PURPOSE

This policy establishes clear guidelines on alcohol consumption at Lionheart events, programs, and activities to:

- Ensure the safety and welfare of participants, staff, and volunteers.
- Maintain a responsible and professional image of Lionheart in the community.
- Adhere to WA and Commonwealth legislation, as well as ACNC governance requirements.
- Minimise risks associated with alcohol consumption at Lionheart activities and events.
- This policy supports commitment to child safety and aligns with the National Principles for Child Safe Organisations.

DEFINITIONS

- *Participants:* Any person (family member), including children and young people, attending Lionheart programs.
- *Alcohol:* Any beverage containing ethanol, including beer, wine, spirits, and mixed drinks.
- *Responsible Consumption:* Drinking in a manner that does not lead to intoxication or risk to oneself or others.

- *Lionheart Events*: Any official gathering, program, activity, or function conducted by Lionheart.

POLICY

Lionheart recognises its duty of care in ensuring the safety of Participants and the broader community. The following conditions apply:

- **No Alcohol at Lionheart Programs and Activities**: Alcohol is strictly prohibited at all Lionheart programs and activities involving participants, regardless of age.
- **Responsible Alcohol Consumption for Staff and Volunteers**: Staff and volunteers over the age of 18 may consume alcohol responsibly at Lionheart-sanctioned social or fundraising events.
- **Zero Alcohol for Drivers**: Any staff or volunteer driving participants must have a blood alcohol concentration (BAC) of 0.00%.
- **No Alcohol Prior to Supervision**: Staff and volunteers must not consume alcohol within 12 hours prior to attending or supervising a Lionheart event involving participants.
- **External Events**: Staff and volunteers attending external events or fundraisers as Lionheart representatives must act responsibly and refrain from drinking if participants under 18 are present.
- **Gift Policy**: Alcohol will not be given as a thank-you gift or form of recognition to staff, volunteers, or supporters where alternative gifts are available.

PROCEDURE

Programs and Activities

- The 'no alcohol' rule will be communicated to all staff, volunteers, and participants during training and program briefings.
- If a staff member, volunteer, or participant brings alcohol to a program, they may voluntarily hand it in without consequence.
- If a participant is found to be in possession of or has consumed alcohol at a Lionheart program or activity, it will be confiscated, and the participant may be sent home.

Event Management

- Alcohol may be served at Lionheart-sanctioned fundraising or social events where no participants under 18 are present.
- The responsible service of alcohol principles will be followed in accordance with WA liquor licensing laws.
- Staff and volunteers attending external events must comply with this policy and act in a responsible manner.

Breach of Policy

Any breach of the Alcohol Policy by staff, volunteers, or participants will be taken seriously and managed as follows:

- First instance: A verbal warning (including a formal conversation and written note on file) will be issued, and the individual's role and responsibilities within the organisation will be formally reviewed to assess their ongoing suitability.
- Repeated or serious breach: May lead to formal investigation, temporary suspension, or removal from their role or participation in programs.
- All breaches must be documented and reported to the Operations Manager within 24 hours, ensuring accountability and transparency.

REVIEW

This policy will be reviewed every two years or as required to ensure compliance with legislative changes and best practice.

RELATED DOCUMENTS

- Risk Management Policy
- Our People Policy

REFERENCES

- Work Health and Safety Act 2011 (Cth)
- Liquor Control Act 1988 (WA)
- Australian Charities and Not-for-profits Commission (ACNC) Governance Standards
- National Health and Medical Research Council (NHMRC) Australian Guidelines to Reduce Health Risks from Drinking Alcohol
- Responsible Service of Alcohol (RSA) Guidelines (WA)

KEY CONTACT PERSON

For further information please contact the Operations Manager by emailing enquiries@lionheartcampforkids.com.au.