**HENLEY SHARKS FOOTBALL & NETBALL CLUB**

**DRUG & ALCOHOL POLICY**

The Henley Sharks Football & Netball Club (‘the club’) understands and accepts it has a duty of care to provide a safe and healthy environment, free of drugs along with the responsible consumption of alcohol. This policy reflects a commitment by the club to the health, safety and welfare of all its members.

This policy has been approved by the executive committee of Henley Sharks Football & Netball Club.

The club is committed to:

* Encouraging and assisting members to realise their full potential within an

environment that actively promotes their health, safety and well-being.

* Preventing alcohol and other drug related harm to individuals, property and or the

reputation of the club.

* Ensuring a supportive and inclusive environment for all members.
* Providing support to members who wish to address their patterns of alcohol

and or drug use.

* Meeting legal requirements in relation to alcohol and or drugs.
* Encouraging moderation and a responsible attitude to the consumption of

alcohol.

**Purpose**

The purpose of this policy is to ensure club members understand the club’s position

regarding drugs and describe how the club will respond to a drug-related incident

within a club environment.

**Definitions**

**Illicit drugs**

Illicit and or illegal drugs are used by many people of all ages in the community, including young adults. Therefore, it is likely some members of our club will have access and or use illicit drugs. Currently there are two distinct but related drug issues challenging sporting clubs:

* performance enhancing drugs.
* illicit drugs used for social purposes (e.g. at parties, raves, in the home and or at the

club, etc).

These two categories are not mutually exclusive. Some illicit drugs used for social

purposes may be used to enhance sporting performance.

**Club jurisdiction**

The club jurisdiction extends to the club premises and all activities organised by or for

the club at any location or venue.

**Application**

This policy applies to all; members, employees, supporters and or visitors of the club. Members and employees should ensure they do not attend the club if adversely affected by illicit drugs and or alcohol.

**Club confidant**

The club will designate an appropriate individual to act as the ‘Club confidant’. This

person may, but does not have to be the Club President or another office bearer and

will be responsible for the management of all any drug related incidents or reports.

The Club will support this person to carry out their duties whenever required.

**Illicit Drug Use**

The possession, use, distribution or selling of illicit drugs for any purposes on club

premises or at any function or activity organised by the club is prohibited. The club has a ‘zero tolerance’ for illicit drug use.

In the case of an incident involving an illicit drug, the initial actions and responses will

focus on the safety and welfare of those directly and indirectly involved. All responses

and actions will reflect the club’s duty of care to members, visitors and all other people.

The club will investigate all apparent or alleged breaches of this policy and determine a

course of action after all relevant facts and circumstances are known.

The club may refer a member who is involved in illicit drug use to a medical or health

service for assistance or, if the club deems it necessary in the circumstances, to the

police.

**Managing illicit drug incidents**

Where a club member becomes aware that illicit drug use is occurring at the club or

within its jurisdiction, the member should pass on this information to the President and or

Club confidant. Should the need arise, the Club will sanction the individual(s) in line with

the club’s rules and policies.

The Club confidant will;

* Speak to the individual(s) in private, expressing concern about their drug

Use and or suspected drug use.

* Remind the individual(s) of the club policy.
* Offer options for support and referral for counselling or other help.
* Communicate the expectations of the club in line with club policy of illicit drugs.
* Inform the Club President in the event of non-compliance.

If an individual(s) is under the influence of an illicit drug at the club, the club will;

* Ensure the health and safety of the individual(s)
* Keep the individual under supervision and monitor them at regular intervals.
* Call for medical assistance if required.
* Arrange safe transport to take them home, unless this involves further risk.
* Take control of any remaining drugs in their possession, unless this

involves further risk.

* Contact police, report the incident and provide police with any remaining drugs located.
* If the person becomes violent or aggressive, contact police to ensure the

safety of all.

* Inform the Club President (and Club confidant) as soon as possible.

**Drugs found at the club or in the possession of an individual:**

* Contact police, report the incident and provide police with any remaining drugs located.
* The President and or Club confidant will be contacted as soon as possible.

**The Club will:**

* Take possession of the drug if safe to do so.
* Place the drug in a clean (preferably “snap lock”) plastic bag.
* Seal the plastic bag with tape to ensure it stays closed.
* The finder and or club president/ office bearer should sign and date the tape/bag.
* Record details in the club incident register.
* Contact local police and request they attend the club to collect the drugs.
* Store the plastic bag in a secure place until collected by police.
* Obtain a property field receipt from attending police for the incident register.
* Ask the person/s suspected to be in possession of the drugs to leave the

premises immediately (assuming it is safe for them to do so), if they deny

possessing drugs or refuse to relinquish possession of the drugs to the

club.

* Inform the person/s that a report will be made to police.

**Supplying illicit drugs**

If it is suspected or known that a member is supplying illicit drugs to other members of

the club, the Club confidant will;

* Speak to the individual to determine if they are supplying illicit drugs to

others.

* If this is verified, or there is a strong belief this is occurring, the club will

contact Police or Crime Stoppers on 1800 333 000.

* If it is unable to be verified, the club will monitor the situation and warn the

individual that the matter will be reported to the police or Crime Stoppers if the club has continued concerns.

**Privacy**

Subject to its right to contact the police, if necessary, the club will maintain the privacy

of those involved where possible.

The club will act with discretion when absolute confidentiality cannot be guaranteed.

The club personnel will be informed on a need-to-know basis only.

**Contacting parents**

In the interests of health and safety, the club will contact the parents or guardian of a

minor where apparent or suspected illicit drug use has occurred (unless by doing so it

will place the safety of the individual at risk of greater harm).

The club will inform all members aged under 18 years that parents will be notified if the

club is aware (or strongly believes) they are using or supplying illicit drugs.

If the member is aged over 18 years, the person/s will be recognised as an adult and the incident will be handled in accordance with the club’s illicit drug policy.

**Contacting police**

If the club is aware that a member is supplying illicit drugs to other members, they will

notify Crime Stoppers and or request police attendance to report this incident.

In the case of apparent or alleged illicit drug use, the club may report a person to, or

seek the advice of the police.

**Medical emergency**

The club understands that medical assistance may be required if a person has been using

drugs. As such emergency management procedures will be implemented if required ie first aid and or contact 000.

**Media**

Any adverse media reports on this subject may have damaging effects on the club’s members/ sponsor along with the club’s reputation.

The club will designate a club official to communicate with the media on behalf of the club and or our drug & alcohol policy should the need arise.

The Club may seek advice from the governing body ie SANFL/ SAUCNA/ Adelaide Football League prior to communicating with the Media.

No other member will communicate with the media on this issue, unless specifically requested by the club official. A breach of this media policy may result in the person/s club membership being revoked.

**Non-compliance**

All club committee members will enforce the illicit drug policy and any non-compliance

will be handled according to the following process:

* The designated Club confidant (and President) will be informed of the breach of

Policy.

* The individual(s) concerned will be reminded of the club policy.
* In the interest of natural justice, the person/s will be issued a show cause notice with a right of reply regarding the alleged incident.
* The matter will be referred to the executive committee for review.
* If proven, on the balance of probabilities that this incident either occurred or likely occurred, the committee have the right to act and revoke any membership of those involved.
* The executive committee’s decision is final and there will be no right of appeal.

**The club recognise that:**

* as providers of alcohol under a liquor licence we have a duty of care to all patrons visiting the club venue and the wider community.
* alcohol mismanagement and misuse can be hazardous to health and safety.
* Excessive consumption of alcohol is socially disruptive and increases the risk of alcohol-related harm, including a range of chronic diseases and accidents and injury.
* Alcohol related harm has wide ranging consequences on families and communities.

The club recognise the legal responsibilities of holding a liquor licence in the community.

Accordingly, the following policy shall apply when alcohol is served by the club:

**The club will ensure that:**

* a current and appropriate Liquor Licence is maintained.
* the Liquor Licence and all legal signage will be displayed as required by law.
* the names of RSA trained bar staff will be recorded each shift in the incident register.
* an incident register will be maintained (behind the bar) and any incident will be recorded on the register.

**Service of Alcohol**

The club will serve alcohol according to the Liquor Licensing Act 1997 and the Code of Practice and will ensure:

* Responsible Service of Alcohol (RSA) trained people will be on the premises when alcohol is served.
* the club does not encourage excessive consumption of alcohol.
* Alcohol will not be served to any person who is intoxicated, drunk and or under the influence of other substances.
* Bar staff will follow RSA training procedures when refusing service to an intoxicated patron.
* If a patron becomes intoxicated (and is not putting other patrons at risk with their behaviour) they will not be served alcohol but will be provided with water and options for safe transport home from the club (where available).
* Alcohol will not be served to persons aged under 18 years.
* Alcohol will not be supplied to an adult if suspected that they are providing alcohol to a person under age 18.
* Bar staff will ask for proof of age whenever the age of a patron requesting alcohol is in doubt.

**Only the following current photographic Identification (ID cards) will be accepted as proof of age:**

1. Driver’s License

2. Proof of Age Card

* Any alcohol related incidents (including refusal to service alcohol) will be recorded in the incident register.

**Alcohol Alternatives**

* The Club actively encourages the sales of alternative products to that of alcohol.
* Tap water will be provided free of charge and
* Non-alcoholic drinks and low-alcohol drink options will be available at the club.

**Policy Management**

* The presence of a bar manager/committee member is essential to ensure the operation of the bar and alcohol policy compliance. The bar manager or an RSA trained staff member is required to be present at all club functions when the bar is open.
* It is up to discussion with the executive committee, whether security is required for specific events, however Liquor Licensing always encourage security for extraordinary events and service of alcohol.
* Under no circumstances is the club to allow portrayal of security by persons other than those licenced to do so. Badges or other items of apparel to intimate security is only allowed if licenced for Security.

**Policy Communication / Promotion**

* Effective communication of the club’s Drug & Alcohol Policy is vital in establishing its acceptance by our patrons, in minimising policy breaches and in providing an environment safe from alcohol-related harm.
* The club will promote the Drug & Alcohol Policy regularly by publishing a copy of the policy on the website.

**Non Compliance**

All club committee members and other identified club personnel will ensure implementation and monitoring of the Drug & Alcohol Policy. Any non-compliance will be handled according to the following process:

* explain the club policy to the person/people breaching the policy, including identification of the section of policy subject to non-compliance.
* continued non-compliance with the policy should be handled by the club committee member or the President.
* identified club personnel using their discretion to decide the appropriate action to be taken. Action may include asking the person/ people to leave the club facilities or function.

**Closing Procedures**

* The Liquor Licence held for the club prohibits service of any alcohol past 1.30am on any night, unless a special licence has been approved and issued prior from the Office of Consumer and Business Affairs.
* People are to leave the venue in an orderly manner as to respect local residents in the vicinity of the club.