



Sacred Heart
College
GEELONG

ALCOHOL POLICY

Rationale

At Sacred Heart College we strive to foster a culture that encourages the development of self-assured, critical thinking young people and a community where relationships are based upon the core Mercy values of compassion, justice and respect. Sacred Heart College is committed to learning, to the care of others, to forming character and to building a supportive community where individuals are accountable for their own behaviour. Partnerships exist and are valued between school, home and the community.

While alcohol consumption is usual in Australian society, people have different expectations about what is reasonable and responsible. The College acknowledges that there are occasions when alcohol can be served and consumed on College premises and at College functions held off-campus.

Definitions

College functions: events and activities held on College premises; events and activities involving staff and/or students held off-campus; or events and activities held by organisations and individuals hiring College premises.

College premises: all locations that are part of the campus, including Celies Dining Room, McAuley Hall, the servery and Cranbourne Gallery, Learning Centre and Innovation Precinct.

Prescribed school hours: the hours between 8.45am and 3.45pm on school days.

Students: all enrolled students of Sacred Heart College, including St Joseph's College students



Educating Girls to Make a Difference

A Ministry of Mercy Education Limited ABN 69 154 531 870

VET Hospitality: the Vocational Education and Training program being undertaken by senior students involved in front- and back-of-house training as part of the VCE program.

Adults: all staff, families and members of affiliate groups involved in College activities, or adults attending functions on College premises.

Liquor Licensing Act (LLA): an Act of the Victorian Parliament that relates to temporary and permanent licenses required for the sale and consumption of alcohol at College functions.

Policy Statement

The consumption of alcohol by adults at school-related/sponsored social functions must always acknowledge its impact on young people.

Our duty of care is to ensure the safety and wellbeing of community members and to uphold the reputation of the College.

Responsibilities

The Principal and the College Leadership Team are responsible for:

- Granting permission for functions to be held on College premises at which alcohol is to be supplied or sold
- Ensuring that all requirements of the Liquor Licensing Act are met relating to the sale or supply of alcohol ensuring that issues that relate to the duty of care owed both to students and workplace participants, community standards and expectations, and the reputation of the College, are taken into account in making decisions in relation to the consumption of alcohol on College premises.

All alcohol to be consumed at the College must be ordered, received, stored and served by workplace participants who have Responsible Serving of Alcohol (RSA) accreditation.

Deliveries of alcohol must not be left on public display during the prescribed school hours or at locations frequented by students, unless they are involved in the VET Hospitality program. It is the responsibility of the person ordering alcohol to ensure that it is stored in a secure location within an hour of being delivered to the College.

Workplace participants must not:



- Work with, or be responsible for, children or otherwise be at work whilst under the influence of alcohol or illegal drugs
- Consume alcohol at school or at school events in the presence of children or families, unless authorised by the Principal

Serving alcohol at College functions must comply with RSA regulations. Students involved in the VET and VCAL program who have RSA accreditation may serve alcohol on the condition that they are supervised by the Function Manager. Casual employees involved in the serving of alcohol must have RSA accreditation and report to the Function Manager.

Students, regardless of age, may not consume alcohol on College premises. Consumption of alcohol at off campus College functions such as the Year 12 Graduation Dinner deems students to be under appropriate family supervision.

A driver of a bus or any other vehicle must not have alcohol or drugs present in his or her blood or breath immediately before, or while, driving a bus or vehicle.

Associated Procedures

- Applications for liquor licences
- Venue booking and hire procedures
- Event-planning procedures
- Responsible Serving of Alcohol procedures

Related Policies and Documents

- Banned Substances Policy
- Occupational Health and Safety Policy
- Site Access Policy
- Mercy Education Limited Code of Conduct



Document Control

Date Approved: 25 August 2025

Name: Anna Negro, Principal

Signature: _____



Sponsor: Director Of Communication

Date presented at Advisory Council Meeting: 20 August 2025

Reviewed by:

- School Committee: N/A
- Sub Committee of the College Council: N/A
- Student Leadership House Focus Team: N/A

Person responsible for implementation: Director of Communications

Location checklist: Hub>Site Admin Compass(Families/Students) Website

VERSION HISTORY

Version	Date Approved	Next Review
1.0	Oct 2015 (creation)	2018
2.0	Sept 2018 (update)	2021
3.0	March 2022 (update)	2025



4.0	Apr 2025 (no update)	2028
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