<table>
<thead>
<tr>
<th>Title:</th>
<th>Safe Drinking Policy</th>
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<tr>
<td>Audience:</td>
<td>All Staff</td>
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<tr>
<td>Policy Owner:</td>
<td>Co-President Welfare and Diversity</td>
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<tr>
<td>Implementation, monitoring and review of the Safe drinking policy is delegated to:</td>
<td>Senior Management Team</td>
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<tr>
<td>Responsibility for ensuring the safe drinking policy is adhered to:</td>
<td>All Staff</td>
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<td>Date of procedure:</td>
<td>February 2015</td>
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<td>Policy Location:</td>
<td>SURHUL P Drive: HR / Policies and Procedures</td>
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Introduction

The purpose of the Safe drinking policy is to provide our membership with a comprehensive commitment to encourage and enable responsible alcohol consumption. This Policy has been produced by a joint working group which included: Students’ Union full time elected officers, Students’ Union staff: Central services, Commercial services, Membership services, University Staff: Student Life, Support and Advisory Services, Security, Health Centre, Part time elected officers and students.

The draft Policy was circulated for consultation at a number of working groups including SURHUL health and safety, Community Council, Executive committee and Students’ Union general meeting.

Safe drinking policy statement:

The Students' Union is committed to promoting a safe and supportive environment in which to study and socialise.

In order to do so, we will:

- Assist students to make informed decisions about alcohol use.
- Promote a community which recognises and respects different attitudes towards alcohol use.
- Promote the services within and external to University for advice and support when dealing with alcohol use.
- Install measures within function events to ensure alcohol use is managed in line with risk assessments and SURHUL health and safety policy.
- Create an understanding of acceptable behaviour and sanction responsible use of disciplinary action where appropriate.
- Recognise the link between responsible behaviour and an enjoyable learning experience and seek to promote a social environment from which all may benefit.
- Take very seriously our legal duty of care to our students, staff and visitors and aim to provide a safe, healthy and high quality work and study environment.
• Provide guidance and information to staff and students to help them develop the confidence to know what action to take if they are concerned about alcohol misuse which puts the wellbeing of students at risk.

• Promote and encourage student groups to run and engage with events that are alcohol free to ensure an inclusive community.

• Where alcohol is on sale food and free water will be available.

1. Policy Statement

1.1 The Students’ Union is committed to providing a safe, healthy study and work and leisure environment that fosters and promotes the sensible consumption of alcohol.

1.2 The Students' Union recognises that the consumption of alcohol is for many students part of the ‘student experience’ and University life.

1.3 The Students’ Union recognises its responsibilities associated with both the selling and provision of alcohol and will exercise its duty of care towards staff, students and others by ensuring that the consumption of alcohol on campus is managed responsibly and complies with the Licensing Act 2005.

2. Students' Union Policy

2.2 The Students’ Union is committed to developing a social culture that promotes the sensible use of alcohol and offers suitable alternatives to those who prefer alcohol-free activities.

2.3 The Students’ Union does not condone the misuse or abuse of alcohol and is committed to reducing the risks associated with alcohol use within its community. Whenever it is appropriate the University will take disciplinary action in response to unacceptable behaviour associated with the misuse or abuse of alcohol.
2.4 Where a student has engaged in aggressive, abusive or other anti-social behaviour in part as a result of the use of alcohol, this will in no way excuse the behaviour or mitigate the penalties imposed in so far as the application of the Students' Union Disciplinary Committee.

2.5 The Students' Union will ensure that bars located on the campus will be managed under license and conform to legal requirements.

2.6 The Students' Union will always encourage our customers to drink responsibly.

2.7 The Students' Union will always make sure that where alcohol is being served free water and soft drinks must be available to all customers in all bars.

2.8 The venues will provide plastic glasses to be used at any event and time where glass is considered a risk and for outdoor use

3. **Club Policy**

3.1 It should be remembered that groups of the SU must at all times act to uphold the reputation of the SU whether on campus or an alternative venue.

3.2 Students who are already intoxicated must not be encouraged to drink more alcohol.

3.3 Where a student needs to go to hospital due to alcohol consumption, they must be accompanied by a responsible person. Any hospital visits of this nature must be reported to the SU President.

3.4 Clubs must not highlight alcohol as the main reason for attending an event. Publicity should indicate that there will be non-alcoholic drinks available at the event.

3.5 All promotional activity will ensure that we market and promote events containing alcohol responsibly and that there will be no active promotion of drinking games.

4. **Initiations**

4.1 These events will be covered by a policy which the Students Activities team have in place

4.2 Drinking/Initiations are opt-in and shall have no bearing on any team/squad selection.

4.3 A non-alcoholic alternative must be provided throughout.
5. Students' Union Events

5.1 The Students' Union reserves the right to deny entry to any individual that Security believes to be too intoxicated for entry.

5.2 Control should be maintained at all times to avoid people drinking beyond their capabilities. Anyone considered to have had too much to drink should be pointed out to a supervisor who will make the decision to remove the person.

5.3 Persons who are very drunk should be treated as first aid cases. They should be kept in a warm area to avoid possible hypothermia (Avoid the temptation to take them outside) and be offered fluids in the form of water.

5.4 Any persons deemed too drunk to look after themselves should not be sent home on their own but should be accompanied by a friend who is capable enough to look after them. This person should be informed to stay with the casualty and ensure that they sleep on their side to avoid possible choking through uncontrolled vomiting.

5.5 People, who are intoxicated and vomiting uncontrollably, are unconscious or nearly unconscious should be sent to hospital.

6. Advice and support

6.1 Security staff will advise any student of the services that the Students' Union provides if they feel they are in need of support, using Appendix A.

6.2 The Union operates a Silent Student, Happy Homes bus service (SSHH bus) that will take students home after a function night to make sure they are safe.

6.3 The Union operates a welfare and advice service that any student can use and they can cover any issues that students face.

6.4 The University has a range of services including welfare advice, counselling and a health centre that students can access if they feel the need to.

6.5 All Students’ Union function events will have Links first aiders on duty to help with care of injuries or illness.
Appendix A

This will be available for all security staff and event’s organisers here at the Students’ Union for use on function nights.

**Welfare and Advice services**

Co-President Welfare and Diversity

Phone: 01784 416732

Email: Sidonie.Bertrand-Shelton@su.rhul.ac.uk

Students Union Advice Centre

Phone: 01784 246700

Email: advice@su.rhul.ac.uk

University Counselling Service

Phone: 01784 443128

Email: counselling@royalholloway.ac.uk

University Health Centre

Phone: 01784 443131