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Alcohol and other Drugs - Policy and Procedures

1. Introduction

The College is a home to students, the majority of whom are at least 18 years of age and legally entitled to obtain and consume alcohol. Living at college provides many social opportunities both on and off site where students may want to drink alcohol. The College is willing to support alcohol-based activities, however; is aware of the risks of alcohol-related harm and seeks to provide an environment that encourages a moderate and responsible attitude to the consumption of alcohol. Drunken behaviour or inappropriate activities associated with, or caused by, the use of alcohol will not be tolerated and may ultimately result in the cancellation of a student's place at College at the discretion of the Principal.

The use of prohibited substances (see Appendix B) is strictly prohibited at the College. Any drug related behaviour will be treated as a serious misdemeanour and the case may be handed to the Police for further investigation.

2. Objectives

The objectives of this policy are to:

- Provide details of the strategies the College has in place to assist student safety and harm-minimisation around alcohol
- Outline the processes in place to manage inappropriate behaviour of students consuming alcohol
- Detail the expectations for the service of alcohol at student events
- Outline how this policy will be disseminated to the Cromwell community

3. General Principles

It is the desire of the College Board that:

1. Students at College strive to be part of a close community of adults and manage their lives according to internalised values consistent with the College values.



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2. Students accept responsibility for their behaviour, including any consequences that flow from an error of judgment or a breach of acceptable behaviour.
3. Students respect each other and commit to the *Conditions of Membership and Code of Conduct* as laid out in the *Student Handbook*. These documents highlight the following as breaches of the *Conditions of Membership* and detrimental to the goal of mutual respect. They are:
 - *Illegal or unlawful acts;*
 - *Physical violence or coercion which demeans the dignity of another;*
 - *Any form of harassment including sexual harassment as defined by law;*
 - *Damage to College property or the property of others ;*
 - *Disturbing the privacy and peace of others with undue noise;*
 - *Having possession of, or being under influence of illegal drugs;*
 - *Drunkenness.*

4. Principles in relation to Alcohol

1. Cromwell College permits responsible consumption of alcohol for adults over 18 years of age.
2. Cromwell College opposes excessive alcohol consumption and binge drinking. Students drinking excessively may breach the *Conditions of Membership*, exhibit poor and destructive behaviour, and cause disrespect to members of the Cromwell College community, the community of St Lucia and beyond.
3. The College is a home for all students and should not be treated as a drinking place or hotel. All students should be able to sleep and study without being disturbed by other students.

5. Related Documentation

- Cromwell College Student Handbook
- Cromwell College Student Code of Conduct
- Cromwell College Sexual Assault and Harassment Policy
- Cromwell College Den Policy
- The University of Queensland Alcohol and Other Drugs Policy
<https://ppl.app.uq.edu.au/content/2.60.01-alcohol-and-other-drugs>
- The University of Queensland Event Approval and Control
<https://ppl.app.uq.edu.au/content/7.30.01-event-approval-and-control>



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6. Expectations For Student Events

1. The College upholds The University of Queensland's Policy on Alcohol which can be found via the link on the UQ Web Site at <https://ppl.app.uq.edu.au/content/2.60.01-alcohol-and-other-drugs>
2. The sale, consumption and/or supply of alcohol at all functions within the College, or organised off campus by the College must be conducted in accordance with the Qld Liquor Act 1992. Alcohol cannot be sold unless a Liquor Licence General Permit has been obtained prior to the function.
3. Any event where an Alcohol Permit is not required must have alcohol provided in accordance with Community Liquor Permit guidelines put in place following consultation between OLGR and UQ Colleges (see Appendix C for guidelines)
4. Event Management Procedures must be approved by the Deputy Principal - Student Life, Deputy Principal- Academics and Operations and then the Principal and be followed for all functions involving the sale and consumption of alcohol. The 'sale of alcohol' includes any event which is pay as you go, or sponsored by a ticket, or sponsored by *The Cromwell College Students' Association*.
5. Events that have an entry fee, inclusive of an all you can drink arrangement, are strongly discouraged and will only proceed with approval by the Principal. Any all inclusive entry fee events must facilitate 3 different admission types: underage admission, overage admission without bar access, and overage admission with bar access included. A pay as you go cashless bar is preferred.
6. It is an offence under the Liquor Act to sell or supply alcohol to a person who is unduly intoxicated or disorderly.
7. It is an offence under the Liquor Act to sell alcohol or supply alcohol to a person who is under the age of 18 years or for a person under the age of 18 years to be holding a container with alcohol in it at a Liquor Permitted event. Minors are prohibited from consuming alcohol anywhere on College premises or at any College function off campus. They are also not permitted to have alcohol in their rooms or stored anywhere else on the College's site.
8. While the College permits responsible consumption between friends it opposes using the College as a 'pub' or place to drink for groups or individuals who wish to consume more than a few quiet drinks.



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9. Students over the age of 18 may enjoy a quiet drink in their room or in another student's room. ~~Groups of students (4 or more), who wish to drink together at a time that isn't a designated night, should do so in the Den.~~

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10. Drinking is not normally permitted in corridors; however, on designated nights and times (such as Thursday and Sunday nights), alcohol may be consumed in common rooms. This is providing alcohol is being consumed in moderation and there isn't excessive noise. Noisy students will be directed to the Den. Common rooms must be cleared of all cans bottles and glasses prior to student leaving for an event.

11. Drinking, or the carrying of opened containers of alcohol, is not permitted outside college buildings, unless special arrangements have been made in advance for a special College event with the Deputy Principal - Student Life and then approved by the Principal.

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12. Without prior approval of the Deputy Principal - Student Life, and then the Principal, there is no drinking of alcohol permitted in the Junior Common Room, Dining Hall, Dining Room Deck, Chapel, Tutorial Rooms, Shop, Bunker, and the Computer Room.

13. To encourage responsible consumption, alcohol is not to be consumed in the College between 1am and midday, unless specifically permitted by arrangement with the Deputy Principal - Student Life and then approved by the Principal.

14. Drunkenness will under no circumstances be accepted as an excuse for misbehaviour. The full consequences for misbehaviour will follow any destructive or socially unacceptable acts, inclusive of the disturbing circumstance where the resident cannot remember wrongdoing.

15. Home brewing and distilling equipment is not permitted in College, and in accordance with health and safety precautions home brew is forbidden to be stored or consumed on College premises.

16. Kegs, funnels, yard glasses, beer bongs and other related drinking implements that may encourage rapid consumption of alcohol, are not allowed in College.

17. College residential living encourages socialisation and sociability. Noisy party behaviour and group drinking, likely to disturb the study habits or healthy sleep patterns of other residents, are contrary to the College ethos of respectful community living.

18. The preferred venue for any group consuming alcohol is the Lion's Den. When alcohol is consumed in the Lion's Den it must be cleaned up at the time of use. When using the Lions' Den, the doors are to be closed to reduce noise travelling to other parts of the College.



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19. It is the responsibility of those consuming alcohol to put all rubbish, including bottle tops, into the bins provided.

20. When an organised Students' Association activity involving alcohol is planned, the President of the Cromwell College Students' Association, or their delegate, is responsible for conferring ahead of time with the Deputy Principal - Student Life, who will then seek final approval from the Principal. The Students' Association will be held financially liable, if mess or damage occurs, and the student or students responsible are not identified.

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21. Whenever any large group gathering (greater than 20) is anticipated, permission must be sought from the Deputy Principal - Student Life, and a person nominated as being 'in charge'. The person will be held responsible for any mess, or resulting damage, unless those responsible for the damage are identified.

22. Events, or activities, promoting excessive and rapid drinking can lead to significant student well-being issues, are potentially lethal and therefore not permitted. These practices are contrary to the Cromwell ethos and the College's alcohol awareness commitment; as well as being inconsistent with The University of Queensland's Policy on Alcohol. Students who may organise or participate in such activities are placing their membership of the College in serious jeopardy.

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23. Empty alcohol containers must be disposed of appropriately and in a timely manner. Common rooms and the Den should have any alcoholic containers disposed of before the RA on duty does their inspection the morning after an event by 9:00 am. Collections of these displayed in common rooms, detracts from the tone of the College, may contribute to health issues and are therefore discouraged.

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24. The college reserves the right to breathalyse any student participating in an event that is associated with the college to assist in managing underage drinking or excessive drinking.

25. All events involving alcohol, and run at the college, must be run under Liquor Permit guidelines, whether a Liquor Permit is required or not. B.Y.O events are not permitted except in exceptional circumstances when alcohol consumption can be carefully managed. Approval is at the Principal's discretion.

26. Non-alcoholic drinks, water and ample food must be provided at all events where alcohol is supplied.



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27. Alcohol prices are to be reviewed each year to ensure they reflect a price that encourages a moderate consumption of alcohol as well as ensuring the Students' Association can meet its costs for running a function.

28. Purchased alcohol is to be stored in a secure area, mutually agreed to by the Students' Association and Administration, that has limited access by students. A stock take is to be done at the end of each event to ensure there is an accurate record of alcohol stocks at all times.

29. Post event celebrations following select sport or cultural events need to be formally approved to ensure they are managed appropriately and can be placed on the College calendar.

30. Ensure bar management roles are held by qualified individuals (must have completed a *Responsible Service of Alcohol (RSA)* training program) or organisations independent of the Students' Association and contracted by College staff.

31. An agreed maximum amount of alcohol is to be made available based on the assigned budget for the event and taking into consideration an anticipated allowance per person of alcohol consumed that will not be harmful.

32. The College and Students' Association will continue to promote and encourage a number of onsite college events and occasions without alcohol reflective of the desires of the community.

33. Students, under 18, who breach the Liquor Act 1992 (Qld) are likely to be suspended from College for two weeks during which time they are not permitted to be on site, or to be involved in any activity associated with the college.

34. Students over 18 who are observed to be unduly intoxicated can expect to be followed up, as part of the pastoral focus of the college, and disciplinary action may be taken. Unduly intoxicated can include such circumstances as requiring assistance to return to their corridor, being aggressive, not following instructions. The college reserves the right to place students on alcohol probation, or an alcohol ban, if it believes it will assist in protecting students from behavioural outcomes that would be detrimental.

35. Beer pong tables are not permitted in corridors or common rooms at any time.

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Illegal Drugs Policy



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Any Cromwell student involved in using or supplying illegal drugs will have their membership of the College cancelled, and they will be referred to the Police. The College has a zero tolerance with illegal drugs. Cromwell College will provide pastoral support to any student who proactively seeks assistance in reducing their use, or dependence, on alcohol or other drugs.

Smoking Cigarettes Policy

Cromwell College has an obligation to meet the primary duty of care requirements of the *Work Health and Safety Act 2011* (Qld) and therefore from 1 January 2011, Cromwell College was declared a smoke free environment. Smoking is not permitted anywhere on the College site.

From 1 July 2018, the University of Queensland was also declared smoke-free. Smoking is not permitted on any UQ campus or recognised site.

Cromwell College and the University of Queensland define smoking as the inhalation and exhalation of the smoke of burning tobacco, herbs or drugs. Smoking also refers to the inhaling from an electronic cigarette or other devices which produce a vapour. Electronic cigarettes (e-cigarettes, e-cigars, vapour pens, or similar products and devices).

Anybody who refuses to comply with the smoke-free policy at Cromwell will be managed according to the relevant College misconduct policies.

Management of Inappropriate Behaviour

Inappropriate behaviour stemming from the consumption of alcohol or substance abuse is unacceptable. Intoxication is frequently associated with significant harm to people and property and therefore requires investigation to support student welfare and college values.

When there has been a case of alcohol or other drug abuse the circumstances must be immediately reported using the College Incident Report form. The matter will then be investigated confidentially by Senior Staff and with the Students' Association President and respective Resident Assistant where the Principal deems their involvement appropriate. Follow up may involve:

- A meeting with the Principal, Deputy Principal- Academics and Operations and Deputy Principal - Student Life to discuss behaviour and circumstances
- Disciplinary action as outlined under the Student Code of Conduct Policy and Procedures. This action could include:
 - A student being placed on alcohol probation for a period of time
 - An alcohol ban



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- Suspension from the College for a period of time
- A student's enrolment at the College being withdrawn

- Charges levied to a student account for any damage to property
- Individual follow up and monitoring
- The student being referred to counselling at College or through an external provider

In the case of serious intoxication and /or related incidents committed by any student in a leadership position (i.e. Students' Association Executive, Resident Assistant, Senior Tutor). The student/s involved will be required to meet with the Principal, Deputy Principal - Academics and Operations and Deputy Principal - Student Life and outcomes may involve disciplinary action, recommended counselling and demotion.

Management of Vomit Spills

Due to WPHS requirements vomit spills in College buildings, and areas of general access, are not to be cleaned up by students. In all cases vomit spills are to be reported to the RA on Duty, Staff Back Up, relevant RA or staff member so that the spill can be treated in a hygienic manner with appropriate personal protective equipment. The cost of cleaning the spill will be charged to the student concerned. If the student responsible for causing the spill isn't able to be identified the Students' Association will be charged.

The charge for having a spill professionally managed is \$100. Should a student not accept responsibility for a spill within 48 hours the Students' Association will be charged \$250. The college will work with a student who accepts responsibility to find alternate arrangements to pay for the management of a spill.

Policy Dissemination and In-Servicing

The College acknowledges the importance of raising awareness of the risks associated with alcohol and drug misuse and the importance of requiring a responsible and moderate approach to alcohol consumption. To achieve these outcomes the following measures have been put in place:

- The Alcohol and Other Drugs Policy and Procedures is accessible via the College website
- During O Week and P Week information sessions on alcohol and drug education, such as Goog Night Out, are presented to Freshers and the Senior Leadership Team (SLT) annually
- Alcohol expectation and, in particular, underage drinking are addressed at the Principal's, "Welcome to College address" on Fresher Sunday



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- The updated Policies and Procedures Handbook, containing the Alcohol and Other Drugs Policy and Procedures document, is distributed annually
- The College Handbook includes information regarding external resources students can access to assist them with drug and alcohol related issues. This includes counselling services at Cromwell, UQ and external hotlines.
- Opportunities for further education take place from time to time through Formal Dinner speakers.
- A module such as CHECKUP TO GO will be recommended to students to assist in addressing high risk drinking behaviour.
- A confidential survey of alcohol / drug attitudes at Cromwell will be conducted as needed.

APPENDIX A

In the Handbook of University Policies and Procedures advice is offered to the colleges on the issue of alcohol.

Residential colleges are encouraged to cooperatively develop, implement and monitor guidelines, consistent with Queensland Laws and University policy, for alcohol, tobacco smoking and other drug use addressing:

- *minimising harm to individuals, property and the reputation of the residential colleges caused by the use of alcohol, tobacco and other drugs;*
- *limiting noise vandalism;*
- *verbal, written, physical and sexual harassment; intoxication and irresponsible behaviour;*
- *responsibilities and strategies for conducting events and functions;*
- *drug related referral and counselling processes; and*
- *consequences for infringing drug and alcohol guidelines.*

The objectives of the (UQ) Alcohol, Tobacco and other Drugs Policy are to:

- *contribute to the provision of a workplace and learning environment free from alcohol and other drug related harm;*
- *to promote moderation in a responsible attitude towards the use of alcohol;*
- *ensure that adequate resources are available for:*
 - a) *education programs and information dissemination on drug and alcohol use and associated issues and problems;*



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- b) dissemination and implementation of the Alcohol, Tobacco Smoking and Other Drugs Policy;
- c) the provision of informed referral processes and appropriate counselling services for those experiencing alcohol, tobacco and other drug related problems; and
- d) enforcement of the policy which reflects the University's commitment to the Statement of Principle:
 - minimize the legal liability of the University that could result from death, injury, assault, disadvantage, insult or damage caused by a drug and/or alcohol related incident; and
 - enhance the community perception of the University of Queensland as a safe, supportive and responsible institution.

APPENDIX B

Prohibited Substances are defined in The University of Queensland Alcohol and Other Drugs Policy are defined as:

“Those substances which are set out in Schedule 1 and Schedule 2 of the *Drugs Misuse Regulation 1987* promulgated under the *Drugs Misuse Act 1986* of Queensland and includes such drugs as cannabis (marijuana), amphetamines (speed and “ice”), ecstasy, cocaine, heroin, and any psych-active substances known as synthetic drugs, or similar”.

APPENDIX C

Office of Liquor and Gaming Regulation and UQ Colleges guidelines regarding Community Liquor Permits (CLP) for events held at Colleges:

- A maximum serve of 100ml of wine products (including champagne) will be required.
- A maximum of one (1) standard drink only may be purchased at any one time from the bar.
- All liquor products other than wine must either be light or mid strength (less than 4%)
- Free drinking water must be provided at all times.