

## ***Alcohol Policy***

### **1. Opening Statements**

- 1.1 *The Activities and Volunteering department is committed to ensuring the health and safety of all Student Groups and their memberships. This alcohol policy has been written as a step to reduce the risk of injury or incident occurring due to Student Group members suffering from the effects of alcohol abuse. This policy forms part of a wider effort to encourage an awareness of the risks of drinking, regulations related to Student Group Events and Student Group Finance, including but not limited to #BeTheInfluence and the Bar Crawl Guidance Form.*
- 1.2 *The Activities and Volunteering department does not condone the misuse or abuse of alcohol and is committed to reducing the risks associated with alcohol within Student Group Membership. Whenever it is appropriate, the Activities and Volunteering department will take disciplinary action in response to unacceptable behaviour.*

### **2. Policy Scope**

- 2.1 This policy applies to all affiliated Student Groups (including Team Leicester) that fall under the jurisdiction of the University of Leicester Students' Activities and Volunteering department.
- 2.2 This policy does not form any part of the ULSU SG constitution and may be amended at any time. A warning will be given where possible, but it is not required.
- 2.3 This policy is in addition to the ULSU SG Constitution and any other policies and documents held by the University of Leicester Students' Union which make reference to the consumption of alcohol (including but not limited to the 'Bar Crawl Guidance').

### **3. Aims of the Policy**

- 3.1 To promote inclusivity within Student Groups.
- 3.2 To support and encourage groups in running non-alcohol-based events.
- 3.3 To ensure student groups are taking all precautionary steps in the supply and consumption of alcohol.

### **4. General Guidance**

- 4.1 Groups should not undertake any activities relating to UoL and ULSU under the influence of alcohol.
- 4.2 Groups **should avoid promoting excessive drinking** on social media or when hosting an event.
- 4.3 Groups must not use alcohol based activities to inform team/squad selection or to enable new members to gain status or credibility within the group.
- 4.4 Groups must not apply peer pressure upon their membership in social situations or otherwise
- 4.5 Groups must not consume alcohol in any form of transport (including but not limited to minibuses, coaches, cars, etc.) and public areas, especially areas under [Public Spaces Protection Orders \(PSPOs\)](#)
- 4.6 Groups should avoid or minimise alcohol consumption in group activities.
- 4.7 For more information, groups should consult official guidance at <https://www.drinkaware.co.uk/alcohol-facts/alcohol-and-the-law/>.

### **5. Student Group Event Guidance**

- 5.1 All student groups must prioritise safety and inclusivity when running any alcohol-based events.
- 5.2 **At least two (2) Student Leaders (committee members) must remain completely sober throughout the event** and be responsible for the welfare of all Student Group members.
- 5.3 Risk Assessment must be completed and followed for the event; groups must submit an updated MRA if the event is not listed in the MRA.
- 5.4 **Alcohol is not permitted to be consumed on campus** as per SG Event Training and Room Bookings Terms and Conditions, unless via the university's catering service with approval from the department.
- 5.5 Non-alcoholic alternatives must be provided at all social events.

- 5.6 Events must be opt-in and have no bearing on team/squad selection
- 5.7 Groups should take proactive action to avoid any unexpected alcohol consumption during an event.
- 5.8 When holding a bar crawl, **all groups must abide by the guidelines listed in the [Bar Crawl Guidance](#)** and email the department **2 days before** the event. Please note that **no finance request related to alcohol purchase or bar crawl will be accepted by the department.**
- 5.9 Any incidents should be emailed or reported to the Activities and Volunteering department as soon as possible via [unionactivities@le.ac.uk](mailto:unionactivities@le.ac.uk) or using the [Incident Report Form](#) within 3 days; this is for the department to record and follow up with your group, not used for any emergency service.

## **6 Student Group Finance Guidance**

- 6.1 The Activities and Volunteering department **will not approve finance requests for groups to spend money on alcohol without prior arrangement** agreed by the department or an exception from the department. This is to ensure that funding for student groups is used to achieve the goals and objectives of each student group.
- 6.2 The Activities and Volunteering department acknowledges that occasionally there will be acceptable and fair reasons for using group funds to purchase items related to alcohol, such as if the alcoholic item is cultural or religious, or when it is provided by the venue or catered as part of the event (e.g. a winter ball or end-of-year dinner). In the latter scenario, **the expenditure must be invoiced by the venue or caterer and should be included in the ticket price** to cover the costs. **No group is allowed to sell alcoholic beverages during their events or at any time due to legal and licensing requirements.**
- 6.3 When using group funds for alcohol, you must include sufficient details and justification in any SGF request, even if you have already emailed and received an approval, to avoid potential delay or confusion. A member of the Activities and Volunteering department will be in touch regarding your request if more information is needed or if they identify any issues. Alternatively, you should contact the department about this request before your event or submit it on SGF.
- 6.4 **Please refer to the Financial Procedures and Sponsorships Policy, SG Finance Training or communication from the department for further details. The department reserves the right to reject a financial request if it is deemed that the guidelines are not being clearly followed, even if the request was previously agreed upon for an exemption.**

## **7 Breach of this policy**

- 7.1 Should any member of the Students' Union, the University of Leicester or a student, who becomes aware of conduct by a group/committee member or any individual associated with the group/committee, which may be in breach of this policy, shall report immediately to the department via [unionactivities@le.ac.uk](mailto:unionactivities@le.ac.uk) or to the University via [Report & Support](#).
- 7.2 Any suspected breach of this policy will be investigated by the department and the Students' Union, who may then consider actions including but not limited to suspending all activities of the group, or referring the matter to further disciplinary procedures under the Students' Union or the University.