

School District #62 (Sooke)

CONTROL OF ALCOHOLIC BEVERAGES ON SCHOOL DISTRICT PROPERTY	No.: F-301
	Effective: Mar. 25, 1986 Revised: Oct. 26, 2004; Feb. 23/16; Nov. 7/17 Reviewed: May 11/15; Dec. 1/15; Dec. 8/15; Jan. 26/16; Feb. 15/16; Nov. 7/17

ADMINISTRATIVE REGULATIONS

1. The Superintendent’s or delegate’s approval is required for any event involving the consumption of alcohol on School District property.
2. Applications should be received by the Superintendent or delegate at least 30 days prior to the date of the event.
3. Applicants must provide a copy of the appropriate liquor licence permit for the event at least five working days prior to the event.
4. Applicants must provide proof of liability insurance, in the form of a Certificate of Insurance, and for a minimum of \$5 million, at least five working days prior to the event. Applicants must add “The Board of Education of School District No. 62 (Sooke)” as additional insured.
5. All event staff must be server-trained (government certified) or supervised by someone who has government certified qualifications. The renter must provide a list of staff or volunteers who will be working the event to the District at least five working days prior to the event. All event workers must be sober and drink no alcohol while in the School District facility. Every person who will be serving alcohol at the event must have the appropriate certification, and provide a copy to the District at least five working days prior to the event.
6. The renter must agree to attend the event and be responsible for making decisions about the operation of the event. The renter is responsible for the event and therefore must not drink alcohol while the event is in progress.
7. The District reserves the right to require the presence of police officers or security personnel, depending on the nature of the event, paid for by the renter.
8. The renter and event workers must intervene if patrons begin to engage in risky or inappropriate activities that could harm themselves or others.
9. The renter must notify the police if they observe signs that a situation is getting out of control or that contravenes this policy and regulations.