

## **Procedure: Alcoholic Beverages at Collins Perley**

Serving alcohol at a meeting or event sponsored by an organization or individual is permissible within Federal Laws, the Rules and Laws of the State of Vermont, and the Policies of BFA that includes, but may not be limited to: BFA Policies: F7 - DRUG AND ALCOHOL ABUSE POLICY and D8- ALCOHOL AND DRUG-FREE WORKPLACE.

The Collins Perley Manager has the responsibility and authority to approve or deny the promotion, display, dispensing, or sale of alcohol at events held at Collins Perley. In considering such requests, he/she shall be primarily guided by the approved Guidelines.

The Collins Perley Manager shall develop and follow a set of *Guidelines for Allowing Alcoholic Beverages at Events held at Collins Perley Sports & Fitness Center* that shall be approved by the Collins Perley Board of Directors.

November 17, 2011

## **Guidelines For Allowing Alcoholic Beverages at Events Held at Collins Perley Sports & Fitness Center**

**Collins Perley Sports Center, Inc., operates as both a school facility and as a community facility. It is committed to providing an academic and social environment that supports individual freedom while promoting individual responsibility, health and safety, and community welfare. To that end:**

- **Collins Perley expects that those who wish to include alcohol as part of their activities will do so responsibly and lawfully. Responsibility includes making sound judgments and understanding that health issues related to the consumption of alcohol can negatively effect one's work, social, athletic, academic, or personal activities, and health.**
- **Persons planning events at Collins Perley should be mindful of the complexities introduced into planning an event with alcohol. Event management issues—the presentation of entertainment, provision of refreshments, management of the participants or audience, security, and other factors—require serious attention for any event, and all the more for an event at which alcohol is served. Event organizers must fully understand the BFA School Policies that pertain to alcohol and applicable State and Local laws and manage their events accordingly. They also are expected to keep the safety and well-being of participants at the forefront of their planning and management of events.**
- **Organizations may not plan events that promote (promotion does not include the mere mention of alcoholic beverages) or encourage the consumption of alcohol. Persons planning events should remember that the vast majority of events at Collins Perley take place without alcohol.**
- **Organizations that are permitted to plan events with alcoholic beverages are expected to maintain a reasonable balance with alcohol being incidental to the event.**
- **Alcoholic beverages will only be displayed, dispensed, and/or sold in accordance with all State and Local laws.**
- **Alcoholic beverages may not be served where money changes hands (sale of drinks, admission charged, donations solicited, etc.) without the appropriate license.**
- **The theme of all events where alcohol is served must be primarily social, cultural, or educational, and not the availability of alcohol.**
- **Ample quantities of food and appealing nonalcoholic beverages must be continuously provided and visibly displayed during the event.**
- **There may be no games of chance, drinking games, contests, “happy hours,” or other activities that induce, encourage, or result in the consumption of alcohol.**
- **Only one drink at a time may be dispensed to each person.**
- **Those who serve alcohol and those who check proof of age for any event may not consume alcohol during that event. Prior to the event, the sponsoring**

- organization must designate an additional non-drinking individual who will be present during the event to assist in its management.**
- **Application for approval of events where alcohol is served must be made by an appropriately authorized representative of the sponsoring organization or group.**
  - **Alcohol shall not be displayed, served, or sold at school events or while school events are using the same part of the facility.**
  - **Organizations wishing to include the display, serving, or sale of alcohol must apply to the Manager of Collins Perley. Application shall be in the form of a letter that shall include a description of the event, description of how alcohol will be included in the event, description of plans to abide by all Collins Perley, BFA, State, Local and other rules, laws or requirement. Applicant might also consider describing steps it takes, as an organization, to discourage alcohol abuse.**

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