

Fahan School

Safe Party Policy

1. Plan the Party

- Invitations - Know how many people are attending. Send out written invitations marked 'invitation only' and be prepared to enforce it. Never promote your party through SMS/text, email, via social media (ie. Facebook) or other similar means - you will have no control over whom and how many people will show up!
- Supervision - Arrange for adult supervision (this will vary depending on the number of people invited, the venue, whether you are using friends / relatives or a security company.)
- Neighbours - Inform your neighbours about the party (most complaints are from neighbours concerning party noise) and be prepared to negotiate with them.
- Start and finish times - Have clear start and finish times.
- Alcohol/Free - Be very clear about whether your party is alcohol free or not. Let people know that if they arrive with alcohol or turn up intoxicated to an alcohol free party that they will be asked to leave or someone will be contacted to take them home. Be aware of State laws regarding serving of alcohol to underage people.
- Food and Drinks (non-alcoholic) - Have plenty of food and snacks, not salty, as well as a good supply of non-alcoholic, or, if appropriate, low-alcoholic alternatives.
- Transport - have a plan for how your guests are to get home after the party. Is there public transport available, taxis, a pooled car with a sober driver, parents / guardians collecting party goers? Might there be a sleep over? This is part of the duty of care.
- Responsibilities - Make sure you know your legal and other responsibilities. Do not host a party if you are unsure or are not ready to take them on. Have the contact details available (parents) of any under-age guests.
- Consider registering the party with the police (they will not come unless you request it on the night but they will be in a better position to help if they have been advised of the details previously.)

See: <http://www.police.tas.gov.au/services-online/party-safe/>

2. During the Party

- Monitor the party - watch for legal and illicit drugs being taken / mixed with alcohol, for example some teenagers are not aware of the dangers of mixing anti-depressants with alcohol.
- Get everyone to declare the drinks they bring so that you are aware of what and how much is being consumed.
- Have plenty of food, water and coffee available.
- Be up-to-date with your responsibilities regarding duty of care.
- Trouble? Call the police early (ie at the first sign of trouble). Depending on police resources that evening it could take some time for the police to arrive.