



ST. HUGH'S COLLEGE, OXFORD

## **ALCOHOL POLICY**

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## Alcohol Policy

St Hugh's College permits the safe and regulated consumption of alcohol on its premises. This policy provides a framework to ensure alcohol consumption is responsible, consistent with our ambition to create an inclusive and respectful community, and that College members are aware of the associated risks. The policy applies to staff, casual workers, and students alike.

### Background

The provision and consumption of alcohol on licensed premises is governed by the Licensing Act 2003. College has a Premises Licence. This stipulates the areas approved for alcohol sale, distribution and consumption, and a Designated Premises Supervisor (DPS), who holds a Personal Licence, is responsible for ensuring the Act is adhered to. The college DPS is Mr Andrew Sheridan, The Catering Manager.

The Licensing Act has four main objectives which frame the provision and consumption of alcohol within College. These objectives are:

- To ensure public safety.
- To protect children from harm.
- To prevent crime and disorder.
- To prevent public nuisance.

College places community at the heart of all it does. We want our members to feel safe and supported, and we wish to promote their health, safety, and wellbeing. The improper use of alcohol can undermine these efforts, giving rise to a hostile or unwelcoming environment.

Put to improper use, alcohol can also impair personal performance (leading to fatigue, hangover, accidental injury, or impaired mental health) and can lead to serious consequences (poisoning, dependence, chronic health conditions, anti-social behaviour, relationship difficulties, financial difficulties, major injury, or accidental death). As such, the provision of alcohol within college must be responsible and regulated.

### The Purchase and Provision of Alcohol

1. The college encourages self-regulation and respect for others on the part of those consuming alcohol.
2. Alcohol served at events held within College must be paid for by those consuming it.
3. Occasionally, College may provide alcohol at a social event. Such events must align with the college's charitable purposes, and the provision of alcohol must adhere to the relevant licensing laws. Permission to serve alcohol at such events requires the approval of the Principal, Vice Principal, Senior Tutor, Bursar, or Dean.

4. College is responsible for serving alcohol at student events held in public rooms (i.e., in all rooms excluding private accommodation).
5. Individuals must opt-in to the purchase and consumption of alcohol at events where it is served. Alternative, non-alcoholic options should be offered by default.
6. When included in the ticket price for an event, the amount and type of alcohol must be specified in the relevant booking form and approved by the Bursar, Domestic Bursar or Dean. The amount of alcohol provided with a ticket must be reasonable and limited.
7. For student events at which alcohol is to be supplied and/or served by the organiser, the request for permission must specify the amount and type of alcohol provided per person, the method of payment, and a list of non-alcoholic alternatives that will be offered. The request must also name a nominated organiser who must have received bar training by College.
8. Alcohol should be served in pre-specified measures, the number of units of which is knowable.
9. No person under 18 years of age may purchase or consume alcohol within College.

#### Personal and Collective Behaviours in Association with Alcohol

10. Each member of College is responsible for their own behaviour at all times, irrespective of their use of alcohol.
11. No person should apply pressure to another to consume alcohol.
12. Inducing someone to drink alcohol through deception ("spiking") is a serious misdemeanour and will invoke the full application of the relevant disciplinary procedure. Such an action may also constitute a criminal offence and may be referred to the Police.
13. Irresponsible promotion of alcohol consumption is prohibited. Examples of irresponsible promotion include, but are not limited to:
  - a. Games or activities that require or encourage a person to drink a quantity of alcohol within a time limit, or to drink as much alcohol as possible (e.g., "pennying", "funnelling", or "sconcing").
  - b. The provision of unlimited or unspecified quantities of alcohol, or alcohol subsidised in such a way as to encourage its consumption.
14. The use of alcohol in association with harassment, sexual harassment, or any other breach of the college's disciplinary procedures will be considered an aggravating factor

and may lead to a more severe sanction than would be considered for the same infraction committed whilst sober.

### Alcohol Consumption Whilst Working

15. The consumption of alcohol is not permitted whilst undertaking duty work for College, except in a very limited number of circumstances (see below). No member of College is permitted to be impaired through alcohol whilst undertaking work duties. Such actions will invoke the application of the relevant disciplinary procedure.
16. Members of College may, on rare occasions, drink whilst at work. This will almost always occur in the context of charitable endeavours and whilst hosting alumni, guests, or donors. In such circumstances, the College member on duty must limit their consumption of alcohol so that they retain a professional comportment. College members should be aware that they are representing the institution and should behave in a responsible manner. Any person who brings College into disrepute whilst under the influence of alcohol at work will invoke the application of the relevant disciplinary procedure.

### Alcohol Misuse and Ill Health

17. Alcohol misuse is defined as consumption leading to an ill effect on an individual's health, work performance, or social functioning.
18. Alcohol dependence is the strong, often uncontrollable desire to consume alcohol and does not necessarily involve drinking to excess.
19. It is recommended that no one person drink more than 14 units of alcohol per week if they are to limit the health risks associated with its consumption. Ideally, this should be spread over several days, and individuals should aim to have several alcohol-free days per week. Further information is provided by the [Chief Medical Officer](#).
20. Members of College taking medications should remain alert to the possible interaction between alcohol and drugs. Caution should also be shown by anyone experiencing mental ill health, which alcohol can worsen.
21. The units contained within some drinks is as follows:
  - a. A single shot of standard (40% ABV) spirit (25 ml), 1 unit.
  - b. A pint of lager, ale, or beer (5% ABV), 3 units.
  - c. A standard glass (175 ml) of low strength (<12%) wine, 2.1 units.
  - d. A bottle of alcopop (275 ml, ABV 5.5%), 1.5 units.
22. Any member of College who is concerned about their drinking can seek advice from:

- a. [Drinkaware](#).
- b. [Alcoholics Anonymous](#).
- c. The [NHS](#).
- d. The college [nurse](#).
- e. Your GP.
- f. [Turning Point](#).

23. If an urgent concern arises about a member of College who is under the influence of alcohol, help can be sought from the Porters' lodge in person or by calling 01865 274900.

#### Disciplinary Breaches Committed Under the Influence of Alcohol

- 24. Students whose behaviour falls foul of the Non-Academic Disciplinary Code should be referred to the [Dean](#).
- 25. Non-academic staff who breach the rules laid out in the Staff Handbook should be referred to the [HR Manager](#).
- 26. Academics and members of the SCR who breach the [Disciplinary Code](#) laid down in the By-laws should be referred to the [Principal](#).
- 27. Members of College are reminded that they are responsible for the behaviour of their guests whilst on site or in attendance at College-run events.