This policy is formulated from the NFYFC Drugs and alcohol policy documents.

Aim

To ensure all members, staff, parents, and volunteers involved in Gwent young farmers are aware of and adhere to ‘Best practice’ at events.

Event preparation essentials

* Ensure your event is licensed. The license needs to be applied for via the local council of the venue. The event license holder should read the full NFYFC drugs & alcohol policy before the event takes place. Speak to the county organiser or safeguarding officer if you require any help.
* Complete a full risk assessment for the event
* Ensure SIA staff are booked for the event. Please see page 5 of the NFYFC drugs & alcohol policy for further guidance
* No search no entry policy should be in place for events
* Stewards – Please ask members of your advisory, ex members, parents to steward at the event. Please see page 5 of the NFYFC drugs & alcohol policy for further guidance
* Make sure you have first aiders on site and first aid equipment
* Briefing – make sure that the stewards, security, and bar staff are briefed thoroughly before the event
* An accurate count of people entering the event

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| Agree the age range of the event | Is the event for YFC members aged 18+ or will it include under 18 year olds |
| Agree the venue layout | Prior to an event it may be possible to have the bar in a separate room or fenced off. In this case members should be checked before they enter the permitted area by a member of staff and members may not take alcohol drinks out of that area |
| Issue wristbands | When entering the event all over 18 year old attendees should be given a coloured wristband. Door staff should be briefed, as will the bar staff to ensure that this is adhered to and understood. This will help bar staff identify who they can and cannot serve. It should be remembered that it is illegal not just to sell alcohol to young people under the age of 18, but also to allow their consumption of alcohol |
| Use consent forms naming a responsible person should be provided to all U18 events | Identify a responsible person from each YFC club to take responsibility for their club members under the age of 18 at the event, and in particular to ensure that no alcoholic drinks are consumed. In pursuing this option, it is recommended that the consent form is completed to ensure that, as an organization, we are doing everything within our powers to ensure the welfare of YFC members and uphold the law in respect of alcohol consumption. |
| Provide information | Posters should be put up in the area re: underage drinking and zero drugs tolerance. A copy of the policy should be displayed at the entrance to the event. |
| Provide water | Encourage members to drink water by providing free tap water or by buying bottled water |

During the event

Stewards and officers must be vigilant of any breaches in the Gwent YFC code of conduct.

Stewards and officers should report any incidents to the SIA personal and county officials/event organiser

Any contraband should be removed and stored securely. Eg Drugs into a locked box/boot of a car.

Please someone is caught on the evening in possession or using drugs this is a matter for the police and they should be called immediately to the event.