



Nova Scotia College of Art and Design Alcohol Policy

Preamble

In order to ensure awareness of and education about the responsible use of alcohol, NSCAD University will act in accordance with the following guidelines.

NSCAD

- is committed to providing an environment which values, promotes and reinforces responsibility in the use of alcohol;
- supports the responsible service and consumption of alcoholic beverages in compliance with the laws of the Province of Nova Scotia;
- respects and supports the rights of non-drinkers, including those not of legal drinking age;
- supports the Office of Student Services and the Student Union in implementing the Alcohol Policy, through training and employment of service staff.

Information and Counselling

In order to ensure awareness of and compliance with the Alcohol Policy, a copy of the Policy will be provided to the sponsor of any event at which the serving of alcohol has been authorized at the time of application for a Campus Alcohol Permit. Copies of the Policy will also be available in the following locations: Service Centre, Student Union Office, Student Services Office, Office of the Vice President (Academic and Research), Office of the Vice President (Finance and Administration) and the Office of the Manager of Buildings and Grounds. Student organizers of events at which liquor will be served will meet with the Dean to discuss the implementation of the provisions of the Liquor Control Act and the NSCAD Alcohol Policy. Such meetings are required before permission will be given for the use of NSCAD facilities for such events.

Information concerning responsible consumption of alcohol will be made available through the Student Services Office. NSCAD University will maintain a membership in BACCHUS Canada, an organization providing resources for alcohol awareness education on university and college campuses.

Students experiencing problems involving the consumption of alcohol will be encouraged to meet with the Coordinator of Student Counselling. In addition to on-campus counselling and assistance, referrals may be made through the Office of Student Services to outside agencies for professional advice and support. Faculty and staff experiencing problems involving the consumption of alcohol will be encouraged to seek assistance through health care and other professional providers.

Policy Review

The NSCAD University Alcohol Policy will be reviewed annually by the Occupational Health and Safety Committee, of which the Vice-President (Finance and Administration) is a standing member. The Occupational Health and Safety Committee will regularly receive and review any reports concerning the use of alcohol at any events held on campus. The Policy and any changes to it must be approved by the Board of Governors of NSCAD University.

NSCAD University Permanent Special Premises License

The Nova Scotia Liquor License Board has granted NSCAD a Permanent Special Premises License. Thus all functions involving the sale or distribution of alcoholic beverages on campus are governed by the provisions of the Liquor Control Act and are subject to any restrictions inherent in the Permanent Special Premises License.

The Permanent Special Premises License authorizes the licensee to purchase beer, wine and spirits from the Commission and to sell to any person 19 years of age or over, beer or wine by the glass, open bottle or other container, and spirits by the glass, for consumption only on the premises licensed and for the periods or periods of time and subject to the conditions as are specified in the license. The NSCAD University Alcohol Policy prohibits the serving of spirits at events for which student sponsors or organizers are responsible.

The Manager of Buildings and Grounds and in her/his absence, the Vice-President (Finance and Administration) has been authorized by the President as the official of NSCAD University responsible for:

1. Liaison with the Nova Scotia Liquor License Board;
2. Authorizing campus functions at which alcohol is served; a campus function is authorized only with a written and signed Campus Alcohol Permit;
3. Ensuring compliance with the provisions of the Permanent Special Premises Liquor License granted to the University under the Liquor License Act and the NSCAD University Alcohol Policy.

Sponsorship and location of Events

All functions at which alcohol is served at NSCAD University must be sponsored by a Division, Department, Office or NSCAD University organization recognized by the University.

All room capacity guidelines and other codes and policies regarding the safe use of spaces must be adhered to. Smoking is not permitted anywhere on campus, or within 4 metres of windows, doors or ventilation units.

Events such as “pub crawls” are not sanctioned by the University.

Server Training

Students who wish to be hired or engaged to serve alcohol must complete a Server Intervention Program organized by the Office of Student Services each Fall semester. Those students who have successfully completed the program must take a refresher course to be eligible to serve in each subsequent year. No students will be allowed to act as bartenders until they have completed the Server Intervention Program.

The Coordinator of Financial Aid and Student Counselling will be responsible for organizing student participation in the Server Intervention Program, and will maintain records of those students who have successfully completed the course and maintained eligibility through retraining. The Coordinator of Financial Aid and Student Counselling, together with the Student Union President, will be responsible for ensuring that student servers are following proper preventative and intervention procedures. Such procedures will include effective management of room capacity and the verification of identification at the entrance to events.

Any other person who is hired or engaged to serve alcohol at a NSCAD University function must have the written authorization of the Vice-President (Finance and Administration).

NSCAD University Campus Alcohol Permit Application

A representative of a Division, Department, Office or NSCAD University organization sponsoring a function on campus at which alcohol may be served must apply for a NSCAD University Campus Alcohol Permit available from the Service Centre. The completed application, once validated by the Manager of Buildings and Grounds becomes the permit which must be posted at the bar. Validation of the Permit must take place at least one week before the scheduled event.

Emergency Telephone Numbers

A list of emergency telephone numbers will be provided by the Manager of Buildings and Grounds to the sponsor of an event at the time the Permit is issued and it must also be posted at the Bar.

Non-Alcoholic Beverages

The sponsor of any event at which alcohol is served must ensure that a range of non-alcoholic beverages will be readily available.

Campus Alcohol Permit Form

The Permit will be issued as an original to be kept on file in the Service Centre, with a copy for the Office of Buildings and Grounds.

**EMERGENCY NUMBERS TO BE POSTED AT EVENTS WHERE ALCOHOL IS
SERVED**

AMBULANCE	(9) 911
FIRE	(9) 911
POLICE	(9) 911
POISON CONTROL	(9) 911
Q.E. II Health Sciences Centre	(9) 473-3383
HELP LINE	(9)421-1188

CAMPUS SECURITY

8:00 a.m. to 5:00 p.m.	Extension 8215 or 8174 or (9) 492-8778
5:00 p.m. and after	Extension 8174
Weekends and holidays:	Extension 8174