

ALCOHOL POLICY 2019

The Senate of the University of Sydney, as the governing authority of the University of Sydney, by resolution adopts the following policy.

Dated: 6 November 2019

Last amended: 14 October 2024

Signature:

Position: Secretary to Senate

Current policy approver: Vice-Chancellor and Principal

CONTENTS

Contents	1
1 Name of policy	1
2 Commencement.....	2
3 Policy is binding.....	2
4 Statement of intent.....	2
5 Application	3
6 Definitions	3
7 Liquor licences for premises on University lands	5
8 Sale and supply of alcohol from licensed premises on University lands	6
9 Availability, sale and promotion of alcohol.....	8
10 Alcohol in the workplace and at work-related activities	9
11 Education and health promotion	10
12 Support and confidentiality	11
13 Breaches of policy	12
14 Alcohol and disciplinary matters	12
15 Roles and responsibilities	12
16 Rescissions and replacements	14
Notes	14
Amendment history	15
SCHEDULE 1 – Emergency contacts.....	16
SCHEDULE 2 – University support for students in alcohol related matters	17
SCHEDULE 3 – University support for staff in alcohol related matters	18
SCHEDULE 4 – Affiliates which have adopted this policy.....	19

1 Name of policy

This is the Alcohol Policy 2019.

2 Commencement

This policy commences on 7 November 2019.

3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent

- (1) Consistently with its values of respect and integrity, and diversity and inclusion, the University is committed to:
 - (a) providing a safe and healthy learning and working environment; and
Note: See also [Work Health and Safety Policy](#).
 - (b) respecting individual and cultural differences about the consumption of alcohol.
- (2) This policy is to be read together with requirements relating to work health and safety, in particular the:
 - (a) [Work Health and Safety Policy](#);
 - (b) [Work Health and Safety Procedures](#); and
 - (c) [Health, Safety and Wellbeing Operational Plan 2023-2025](#) and any replacement document.
- (3) This policy:
 - (a) provides a framework for the effective management of the sale, supply and consumption of alcohol on University lands and at University events or activities;
 - (b) recognises the potential for adverse effects from alcohol consumption, in particular from excessive consumption on those who consume it and on other members of the University community; and
 - (c) aims to provide a framework for the responsible service, consumption and promotion of alcohol to minimise the potential for alcohol related harm within the University community by:
 - (i) promoting responsible attitudes and behaviours towards the consumption of alcohol;
 - (ii) requiring compliance with the Liquor Laws and all other relevant legal obligations, including work health and safety requirements;
 - (iii) fostering an understanding of, and mitigating the risks associated with, the consumption of alcohol; and
 - (iv) applying appropriate controls to the availability, service and promotion of alcohol.
 - (v) applying appropriate controls on the acceptance of funding and sponsorship from the alcohol industry and associated groups.

- (4) The University invites affiliated entities to adopt this policy. Those who have done so are listed in Schedule 4.

5 Application

This policy applies to all staff, students, affiliates, student associations and visitors when:

- (a) attending a University campus or facility or on any University lands;
- (b) using University plant, machinery and equipment;
- (c) attending or organising a University event, function or activity, whether or not on University lands;
- (d) attending any student association meeting, event, function or activity on University lands;
- (e) participating in any activity, wherever held, as a representative of the University performing duties or functions on its behalf as a staff member or affiliate;
- (f) participating in a University event or representing the University as a student in any place, including on a study abroad or exchange program; or
- (g) travelling on University business or engaging in University related activities, staff and students must familiarise themselves with, and comply with, local laws and regulations about alcohol and its consumption.

6 Definitions

affiliate

has the meaning given in the [Staff and Affiliates Code of Conduct](#), which at the date of this policy is:

means a person appointed or engaged by the University to perform duties or functions on its behalf, including but not limited to:

- an honorary title holder engaged under the [Honorary Titles Policy](#);
- a consultant or contractor to the University; and
- an office holder in a University entity, a member of any University committee, board or foundation.

An affiliate is not an employee of the University.

Dean

includes, as appropriate:

- Executive Dean or Dean of a faculty or Head of School and Dean of a University school;
- the Chief Executive Officer, University Veterinary Teaching Hospital; or
- the Director, University of Sydney Institute of Agriculture.



Head of Administrative Area (HOA)	<p>has the meaning given in the University of Sydney (Delegations of Authority) Rule, which at the date of this policy is:</p> <p>means a senior staff member outside a faculty whose position is:</p> <ul style="list-style-type: none">• approved as such in writing by the VP (Operations); and• recorded as an HOA in relevant human resources recordkeeping systems. <p>Where appropriate, this includes the Director, Law Extension Committee.</p>
intoxicated	<p>has the meaning provided by section 5 of the Liquor Act 2007 (NSW), which at the date of this policy is:</p> <p>(a) the person's speech, balance, co-ordination or behaviour is noticeably affected, and</p> <p>(b) it is reasonable in the circumstances to believe that the affected speech, balance, co-ordination or behaviour is the result of the consumption of liquor.</p>
Liquor Laws	<p>means the Liquor Act 2007 (NSW) and the Liquor Regulation 2018 (NSW) as amended from time to time.</p>
relevant University staff	<p>means any manager or staff member referred to in the policy who may provide direction on the consumption of alcohol.</p>
responsible service of alcohol (RSA)	<p>means serving alcohol in a responsible manner, consistently with the requirements of the Liquor Act 2007 (NSW) and regulations and guidelines issued by the NSW Department of Industry.</p> <p>Note: See NSW Department of Industry Responsible Service of Alcohol factsheet.</p>
senior manager	<p>means, for the purposes of this policy:</p> <ul style="list-style-type: none">• a Principal Officer;• an Executive Dean, Dean or Head of School and Dean (University school);• Head of School;• a Chief Officer or Director of a professional services unit; <p>These terms have the meaning provided in the University of Sydney (Delegations of Authority) Rule</p>
student association	<p>means any student representative body, council, association, student union, student organisation, club, collective or society.</p>
University events	<p>means any event, function or activity that is organised or controlled by the University, including University controlled entities, University business operations and University clubs</p>

affiliated to the University or a student association.

University lands has the meaning given in the [Campus Access Policy](#) which at the date of this policy is:

includes any land or road occupied or used by, or in connection with, the University. This includes:

- all or part of any building or structure; and
- any land used or occupied in connection with a building or structure.

University of Sydney Liquor Accord means the incorporated association of that name established consistently with Part 8, Division 1 of the [Liquor Act 2007 \(NSW\)](#).

Note: Further information is available from the University's [Liquor Accord web page](#).

7 Liquor licences for premises on University lands

- (1) Liquor may only be sold or supplied on University lands in accordance with the Liquor Laws. This means:
- (a) pursuant to, and strictly in accordance with, the conditions of a valid and subsisting liquor licence for the relevant licensed premises;
 - (b) at events which are required to be licensed under the Liquor Laws and for which a current and appropriate licence is in place; or
 - (c) in other circumstances, where the Liquor Laws do not require a licence to be held.

Note: See [Liquor Act 2007 \(NSW\)](#).

- (2) Licensees of premises on University lands must be:
- (a) adults over the age of 25 years holding a recognised competency card with a current RSA endorsement;
 - (b) employees of the University, a tenant or an approved occupant of the University under a formal lease or licence agreement; and
 - (c) members of the [University of Sydney Liquor Accord](#).
- (3) In addition to the requirements of the Liquor Laws, licensees of licensed premises on University lands must:
- (a) meet the requirements of all applicable principles or guidelines established by the [University of Sydney Liquor Accord](#);
 - (b) comply with all applicable guidelines issued by the NSW Department of Industry, Liquor and Gaming section, including but not limited to:
 - (i) anti-discrimination;
 - (ii) crime-scene preservation;
 - (iii) responsible marketing of alcohol;
 - (iv) prevention of under-age drinking;



- (v) ejecting and banning patrons from licensed premises;
 - (vi) liquor promotion; and
 - (vii) prevention of intoxication on licensed premises.
- (c) prepare, maintain and regularly review an alcohol management plan for each venue; and
- (d) provide the Director, Campus Infrastructure and Services with a copy of any infringement notice, summons, conviction or other notification in connection with the operation or management of the licensed premises licence as soon as it is received.
- (4) Any contract entered into after the date of this policy for the lease, licence or other use of University lands for purposes which include, or may include, the sale or supply alcohol must require the other party to comply with this policy as a fundamental term.

8 Sale and supply of alcohol from licensed premises on University lands

- (1) The licensee of any licensed premises on University lands where alcohol is sold or supplied must ensure compliance with all of the requirements specified in this clause.
- (2) An appropriate liquor licence under the *Liquor Act (NSW)* must be in force.
- (3) The licensee must hold a recognised competency card with a current RSA endorsement.
- (4) The licensed premises must:
- (a) be managed, and operate, in strict compliance with the Liquor Laws;
 - (b) comply strictly with the terms of its licence;
 - (c) be operated safely for all patrons;
 - (d) display all signage required to be displayed by the Liquor Laws; and
 - (e) have an appropriate number of CCTV surveillance cameras installed, internally and externally, to be used as a resource for addressing safety issues;
- (5) At all times alcohol must be served responsibly, in accordance with the Liquor Laws. In particular:
- (a) staff members of licensed premises must not sell, supply or serve alcohol unless they hold a recognised competency card with a current RSA endorsement;
 - (b) food, a wide variety of non-alcoholic drinks and free drinking water, must be available at all times the licensed premises are open for business;
 - (c) intoxication must be prevented from occurring; and
 - (d) none of the following may be served at any time:
 - (i) alcohol in non-standard measures that are designed to cause drinkers to consume large amounts of alcohol too rapidly, for example, a yard glass; “laybacks”, “slammers”, “blasters” or “bombs”;



- (ii) ready to drink pre-mixed spirit products with more than 5% alcohol; or
 - (iii) mixed drinks with more than 30ml of spirits or liqueur.
 - (e) “shots” may be served only:
 - (i) before 8pm; and
 - (ii) if a University event is not being held.
- (6) The licensee must establish, and cause to be maintained, an incident book which records:
 - (a) any complaints made directly to management or staff by patrons, any local residents or other people about the operation of the licensed premises and the behaviour of its patrons; and
 - (b) any incidents where:
 - (i) anti-social behaviour, quarrelsome or unruly behaviour occurs;
 - (ii) a patron has been identified as having failed to comply with the premises’ behavioural requirements and has been given corrective advice;
 - (iii) a patron is involved in an anti-social incident; or
 - (iv) a patron has been ejected from the premises.
- (7) The incident book must be held on the licensed premises at all times and made available for inspection by police and Campus Security on request.
- (8) Appropriate security services and emergency procedures must be put in place for the safety and security of all individuals attending the licensed premises. In particular, whenever the number of patrons of the licensed premises exceeds or is expected to exceed 100 patrons:
 - (a) the licensee must assign a staff member holding a current recognised RSA certification to be the RSA Monitor for the licensed premises; and
 - (i) the RSA Monitor must be tasked with identifying patrons who are intoxicated or who may be approaching a level of intoxication that would require their removal from the premises.
- (9) Alcohol consumption must not be promoted in any way that encourages or is likely to encourage irresponsible, rapid or excessive consumption, or is otherwise inconsistent with prevailing community standards. In particular, none of the following are permitted:
 - (a) any discount of more than 35% off the usual retail price of an alcoholic drink;
 - (b) any event that offers limited duration discounts off the usual retail price of alcoholic drinks which encourage or facilitate the rapid consumption of alcohol over a short period of time;
 - (c) any “happy hour” promotion that:
 - (i) lasts longer than one hour;
 - (ii) is conducted outside the hours of 4.00pm and 8.00pm; or
 - (iii) offers a discount of more than 35% off the usual retail price of an alcoholic drink;
 - (d) use of non-standard measures or non-standard drinking vessels which encourage or facilitate the rapid consumption of alcohol;



- (e) use of emotive descriptions or language, or language which praises or encourages excessive alcohol consumption;
- (f) use of loyalty cards or similar cards or vouchers which encourage, or are likely to encourage irresponsible, rapid or excessive consumption of alcohol;
- (g) drinking games, competitions, challenges, dares, lotteries, or games of chance or “sculling” of any kind that encourages or is likely to encourage the rapid and excessive consumption of alcohol; or
- (h) encouraging individuals to consume jugs or other quantities of alcohol on their own which are intended to be shared among multiple people.

9 Availability, sale and promotion of alcohol

- (1) This clause applies to:
 - (a) any University event where alcohol is provided, whether or not held on:
 - (i) licensed premises; or
 - (ii) University lands;and
 - (b) any unlicensed University premises where alcohol is provided or consumed.
- (2) Organisers are responsible for ensuring compliance with the requirements of this clause.
- (3) University events must be conducted in strict compliance with the Liquor laws, including having an appropriate liquor licence in force where required.
- (4) Alcohol must be served responsibly at all times, and intoxication prevented from occurring. In particular:
 - (a) non-alcoholic drinks and free drinking water must be available for the duration of the event;
 - (b) none of the following may be served:
 - (i) alcohol in non-standard measures that are designed to cause drinkers to consume large amounts of alcohol too rapidly, for example, a yard glass; “laybacks”, “slammers”, “blasters”, “shots” or “bombs”;
 - (ii) ready to drink pre-mixed spirit products with more than 5% alcohol; or
 - (iii) mixed drinks with more than 30ml of spirits or liqueur;
- (5) Events must be conducted safely for all people attending. In particular:
 - (a) appropriate security services and emergency procedures must be in place;
 - (b) whenever the number of patrons at any University event exceeds or is expected to exceed 100 patrons:
 - (i) the organiser must assign an individual holding a current recognised RSA certification to be the RSA Monitor for the event; and
 - (ii) the RSA Monitor must be tasked with identifying patrons who are intoxicated or who may be approaching a level of intoxication that would require their removal from the event.



- (6) Alcohol consumption must not be promoted in any way that encourages or is likely to encourage irresponsible, rapid or excessive consumption, or is otherwise inconsistent with prevailing community standards. In particular, none of the following are permitted:
- (a) more than one free drink per person outside meal service;
 - (b) any discount of more than 35% off the usual retail price of an alcoholic drink;
 - (c) any event that offers limited duration discounts off the usual retail price of alcoholic drinks which encourage or facilitate the rapid consumption of alcohol over a short period of time;
 - (d) any “happy hour” promotion that:
 - (i) lasts longer than one hour;
 - (ii) is conducted outside the hours of 4.00pm and 8.00pm; or
 - (iii) offers a discount of more than 35% off the usual retail price of an alcoholic drink;
 - (e) use of non-standard measures or non-standard drinking vessels which encourage or facilitate the rapid consumption of alcohol;
 - (f) use of emotive descriptions or language, or language which praises or encourages excessive alcohol consumption;
 - (g) use of loyalty cards or similar cards or vouchers which encourage or are likely to encourage irresponsible, rapid or excessive consumption;
 - (h) drinking games, competitions, challenges, dares, lotteries, or games of chance or “sculling” of any kind that encourages or is likely to encourage the rapid and excessive consumption of alcohol; or
 - (i) encouraging individuals to consume jugs or other quantities of alcohol on their own which are intended to be shared among multiple people.
- (7) For any event held on University lands:
- (a) the Director, Campus Infrastructure Services may:
 - (i) determine specified areas as alcohol free zones or alcohol free events; or
 - (ii) specify a maximum amount of alcohol per head to be supplied;
 - (b) the consumption of alcohol must be ancillary to, and not the primary purpose of the event; and
 - (c) the price of tickets that may be sold for the event must not be used to subsidise the provision of alcohol at the event.

10 Alcohol in the workplace and at work-related activities

- (1) Alcohol may only be consumed in the workplace or at work-related activities with the prior approval of the relevant senior manager.
- (2) The relevant senior manager may limit the annual number of staff functions where alcohol is available and the amount of complimentary alcohol provided at such events;



- (3) Risks and hazards arising in the workplace in relation to or as a result of the consumption of alcohol must be identified, managed and mitigated consistently with the requirements of the:
 - (a) [Work Health and Safety Policy](#);
 - (b) [Work Health and Safety Procedures](#); and
 - (c) [Health, Safety and Wellbeing Operational Plan 2023-2025](#), any replacement document.
- (4) If alcohol is consumed in the workplace, or at work-related activities the following are not permitted:
 - (a) alcohol in non-standard measures that are designed to cause drinkers to consume large amounts of alcohol too rapidly, for example, a yard glass; “laybacks”, “slammers”, “blasters”, “shots” or “bombs”;
 - (b) ready to drink pre-mixed spirit products with more than 5% alcohol; or
 - (c) mixed drinks with more than 30ml of spirits or liqueur;
 - (d) drinking games, competitions, challenges, dares, lotteries, or games of chance or sculling of any kind whatsoever that encourages or is likely to encourage the rapid and excessive consumption of alcohol;
 - (e) encouraging individuals to consume jugs or other quantities of alcohol on their own which are intended to be shared among multiple people;
 - (f) use of non-standard measures or non-standard drinking vessels which encourage or facilitate the rapid consumption of alcohol;
 - (g) use of emotive descriptions or language, or language which praises or encourages excessive alcohol consumption; or
 - (h) provision of alcohol to individuals who are intoxicated or who are approaching intoxication.
- (5) If a staff member:
 - (a) appears to be intoxicated;
 - (b) is unable to perform their role adequately as a result of intoxication, or
 - (c) behaves in a manner which may cause harm to themselves or to others;the relevant manager must take action consistent with their obligations under the [Work Health and Safety Policy](#), which may include:
 - (d) if appropriate, making a reasonable effort to send the staff member home safely or direct them not to undertake further work; and
 - (e) referring the staff member to appropriate support.

Note: See Schedule 3.

11 Education and health promotion

- (1) The Chief Human Resources Officer must develop and implement strategies to increase staff awareness and understanding of the harm and safety risks caused by the consumption of alcohol.

- (2) The Deputy Vice- Chancellor (Education) is responsible for developing and implementing strategies to increase student awareness and understanding of the potential harm and safety risks caused by the consumption of alcohol.
- (3) Such strategies should include:
 - (a) providing and promoting information and resources to support health and wellbeing through alcohol harm minimisation early and often during a student's candidature;
 - (b) providing information to staff and students about alcohol related issues, including work health and safety courses, student orientation, staff and student inductions;
 - (c) establishing and maintaining partnerships with relevant local councils, the NSW police and other community and service groups who work with alcohol related issues;
 - (d) maintaining membership of, and supporting the operation of, the [University of Sydney Liquor Accord](#).

Note: Refer to the University website for information on [student health and wellbeing](#) and on [staff health and wellbeing](#)
 - (e) working with student associations to:
 - (i) provide education and information about the harm caused by the consumption of alcohol;
 - (ii) promote the responsible consumption of alcohol, if it is consumed;
 - (iii) to support compliance with this policy; and
 - (iv) raise awareness of individual and cultural differences in attitudes towards the consumption of alcohol.

12 Support and confidentiality

- (1) The University acknowledges that some staff and students may experience harm as a result of their own or others' alcohol use.
- (2) In addition to specialised support services which staff and students may access directly through their own medical and allied health practitioners, the University provides a number of support services which may include:
 - (a) referral to appropriate counselling or medical services;
 - (b) allowing time to attend treatment; or
 - (c) any other support the University considers appropriate in the circumstances.
- (3) Emergency or crisis contact details are listed in Schedule 1.
- (4) Resources available to students are listed in Schedule 2.
- (5) Resources available to staff are listed in Schedule 3.
- (6) The privacy and confidentiality of those accessing such support services will be respected and will not result, in itself, in disciplinary action or affect the personal or professional situation of the individual at the University.

Note: See [Privacy Policy](#) and [Privacy Procedures](#).

13 Breaches of policy

- (1) A breach of this policy may result in disciplinary action:
 - (a) for staff or affiliates: disciplinary action in accordance with the [Staff and Affiliates Code of Conduct](#) and the [University of Sydney Enterprise Agreement 2018-2021](#);
 - (b) for students: disciplinary action for misconduct under the [Student Charter](#) and the [University of Sydney \(Student Discipline\) Rule](#)
- (2) Intoxicated persons may be directed to leave University lands by Campus Security.
- (3) A breach of this policy includes:
 - (a) failure to follow the reasonable directions of:
 - (i) those responsible for the service of alcohol;
 - (ii) relevant University staff; or
 - (iii) Campus Security;
 - (b) any action intended to impede an individual's right to choose not to consume alcohol.

14 Alcohol and disciplinary matters

Intoxication will not be considered as a defence or as a mitigating factor in any disciplinary action against a student or staff member.

15 Roles and responsibilities

- (1) **The individual** is responsible for:
 - (a) limiting their consumption of alcohol to appropriate occasions and activities;
 - (b) acting appropriately in the management and consumption of alcohol;
 - (c) complying with any direction given by their supervisor or manager under clause 10;
 - (d) serving and consuming alcohol in accordance with legal requirements and in a manner that respects cultural, social and individual differences and preferences;
 - (e) being free of the influence of alcohol which may impact their judgement and ability to perform their functions when on duty or that influences their behaviour such that it may cause harm to themselves or others; and
 - (f) referring themselves or others to appropriate support if their use or consumption of alcohol:
 - (i) impedes their ability to work or study; or
 - (ii) presents a risk to themselves or others.
- (2) **Managers** are responsible for:
 - (a) approving consumption of alcohol in the workplace or at workplace related activities in appropriate circumstances;



- (b) directing that no alcohol is consumed during or prior to participating in any activity that is inherently hazardous or likely to become hazardous as a result of alcohol consumption;
 - (c) directing that no alcohol be consumed prior to or during operation of specified machinery or equipment, or specified activities, where appropriate;
 - (d) dealing with apparently intoxicated staff members, consistently with clause 10 and the [Work Health and Safety Policy](#);
 - (e) making themselves aware of support available for staff impacted by alcohol use;
 - (f) informing staff of, and directing them to, such support; and
Note: See Schedule 3
 - (g) obtaining appropriate advice and dealing sensitively and discreetly with staff members who may be affected by the misuse of alcohol.
- (3) **Staff who have roles in teaching, supervising or liaising with students** are responsible for:
- (a) directing that no alcohol be consumed prior to or during operation of specified machinery or equipment, or specified activities, where appropriate;
 - (b) making themselves aware of the possible impacts of alcohol misuse, including but not limited to study impairment;
 - (c) making themselves aware of support available for students impacted by alcohol use;
 - (d) informing students of, and directing them to, such support; and
Note: See Schedule 2
 - (e) obtaining appropriate advice and dealing sensitively and discreetly with students who may be affected by the misuse of alcohol.
- (4) **Senior managers** are responsible for:
- (a) providing and supporting dissemination of educational and informative material about the use of alcohol and the requirements of this policy to all members of the University community;
 - (b) developing and disseminating guidelines on:
 - (i) the appropriate promotion of alcohol; and
 - (ii) harm minimisation strategies when alcohol is consumed;
 - (c) monitoring adherence to, and the impacts of this policy;
 - (d) making appropriate budget provision for the implementation, operation and review of this policy; and
 - (e) providing and appropriately funding support services for students and staff, including but not limited to the services listed in schedules 2 and 3 of this policy.

16 Rescissions and replacements

This document replaces the *Alcohol: Policy and Guidelines on Consumption*, which commenced in 1992 and, which is rescinded as from the date of commencement of this document:

NOTES

Alcohol Policy 2019

Date adopted:	6 November 2019
Date commenced:	7 November 2019
Date amended:	23 September 2021 (administrative amendments) 14 October 2024 (administrative amendments)
Original administrator:	Vice-Principal (Operations) and Deputy Vice-Chancellor (Education)
Current policy owner:	Vice-Principal (Operations) and Deputy Vice-Chancellor (Education)
Review date:	7 November 2024
Rescinded documents:	<i>Alcohol: Policy and Guidelines on Consumption 1992</i>
Related documents:	<u>Liquor Act 2007 (NSW)</u> <u>Liquor Regulation 2018 (NSW)</u> <u>Department of Industry, Liquor and Gaming NSW Facts Sheets and Guidelines</u> <u>Work Health and Safety Act 2011 (NSW)</u> <u>Campus Access Policy</u> <u>University of Sydney Liquor Accord</u> <u>Work Health and Safety Policy</u> <u>Staff and Affiliates Code of Conduct</u> <u>Student Charter</u> <u>University of Sydney Union Alcohol Policy</u>

AMENDMENT HISTORY

Provision	Amendment	Commencing
Schedule 3	Updated Employee Assistance Program contact number and hours of operation	14 October 2024
6	'University of Sydney (Delegations of Authority – Administrative Functions) Rule 2006' replaced with 'University of Sydney (Delegations of Authority) Rule'	14 October 2024
6; Related documents	'University of Sydney (Campus Access) Rule 2009' replaced with 'Campus Access Policy'	14 October 2024
6	Revised definition of 'affiliate'	14 October 2024
6	Revised definition of 'Head of Administrative Area'	14 October 2024
6	Revised definition of 'University lands'	14 October 2024
13(1)(a); Related documents	Replaced 'Code of Conduct Staff and Affiliates with 'Staff and Affiliates Code of Conduct'	14 October 2024
13(1)(a); Related documents	Replaced 'Code of Conduct for Students' with 'Student Charter'	14 October 2024
throughout	Administrative amendments to remove the year in policy references	14 October 2024

SCHEDULE 1 – Emergency contacts

- (1) In an emergency, students and staff should contact **emergency services** by dialling triple zero (**000**).
- (2) Students or staff who feel unsafe on campus or are concerned for someone else's safety can also contact **Campus Security** on **9351 3333**, 24 hours a day.

SCHEDULE 2 – University support for students in alcohol related matters.

- (1) A student or former student who has experienced sexual assault or sexual harassment can make a disclosure or a complaint to the University online at the [University's 'Sexual Assault' web page](#) or by calling **1800 SYD HLP (1800 793 457)** from 9am to 5pm, Monday to Friday.
- (2) Students who have experienced difficulties arising from their own or others' consumption of alcohol have access to a range of University [support services and assistance](#), including:
 - **security services** - contact Campus Security on **9351 3333**, 24 hours a day;
 - **health services** - contact the University Health Service on **9351 3484**, 8:30am to 5pm, Monday to Friday;
 - **counselling services** – contact Counselling and Psychological Services (CAPS) on **8627 8433**, 9am to 4:30pm, Monday to Friday;
 - **disability support** - contact Disability Services on **8627 7422**, 9am-4pm, Monday to Friday;
 - **academic support** - [special consideration](#) for examinations and assessments; and
 - **student advocacy services** – undergraduate students: contact the [Student Representative Council](#) (SRC) on **9660 5222**, 10am-5pm, Monday to Friday; postgraduate students: contact the [Sydney University Postgraduate Representative Association](#) (SUPRA) on **9351 3715**, 9am to 5pm (closed 12-1pm), Monday to Friday.

SCHEDULE 3 – University support for staff in alcohol related matters

- (1) Staff who have experienced difficulties arising from their own or others' consumption of alcohol have access to a range of University [support services and assistance](#), including:
- **security services** - contact Campus Security on **9351 3333**, 24 hours a day;
 - **health services** - contact the University Health Service on **9351 3484**, 8:30am to 5pm, Monday to Friday;
 - **counselling services** – contact the [Employee Assistance Program](#) (EAP) on **1300 687 327**, available 24 hours a day;
 - **staff health support coordinators** – contact your [health support coordinator](#) in Safety Health and Wellbeing.

SCHEDULE 4 – Affiliates which have adopted this policy