

VICTORIA POLICE

# PARTY SAFE PROGRAM



Victoria Police Partysafe provides advice on how to host a safe and trouble free event. Avoid complaints, gatecrashing, violence and intoxication by planning carefully and supervising responsibly.

## BEFORE THE PARTY

| Notify   |  |
|--|--|
| Register with <i>Victoria Police Partysafe</i> online or at your local police station                            |  |
| Notify neighbours well in advance and comply with EPA residential noise restrictions                             |  |
| Send private invitations to help prevent gatecrashers  |  |
| Prepare the Venue  |  |
| Minimise entry points to help prevent gatecrashers   |  |
| Identify possible safety hazards – eg. open fires, swimming pools  |  |
| Set out of bounds areas to minimise safety risks   |  |
| Set aside space for guests to store valuables  |  |
| Ensure adequate lighting and toilets are available   |  |
| Other Tasks  |  |
| Arrange responsible adult supervision – consider hiring private security   |  |
| Prepare an emergency medical plan  |  |
| Prepare a list of emergency contact details for guests   |  |
| Decide whether alcohol will be permitted and obtain parental consent if you intend to supply alcohol to children |  |

## REGISTER YOUR PARTY

Register with Victoria Police Partysafe at least one week before the event. You can register online at [www.police.vic.gov.au/partysafe](http://www.police.vic.gov.au/partysafe) or at your local police station.

Registration will provide your local police with information to assist should a serious problem arise, but is no substitute for responsible planning and supervision.

## UNREASONABLE NOISE

Remember to consider your neighbours. Police can direct you to abate unreasonable noise for up to 72 hours after the direction is given. If this direction is not followed, a fine of \$738\* may be issued on-the-spot.

Visit the Environment Protection Authority (EPA) website at [www.epa.vic.gov.au](http://www.epa.vic.gov.au) for more information on noise restrictions.



**NEVER POST INVITATIONS AS 'PUBLIC' EVENTS ON SOCIAL MEDIA SITES**

\* Correct as at 1 JUL 2014. Penalties are subject to increase each financial year.

The information contained in this Victoria Police Partysafe kit (brochure and booklet) is up to date at the date of publication. The information does not constitute legal advice and is to be used as a guide only. The State of Victoria, its servants (including all members of Victoria Police) and agents do not guarantee that reliance upon the information contained herein will prevent any loss, injury, damage or other adverse incident from occurring during or in connection with a registered party.



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## DURING THE PARTY

|   |  |
|---|--|
| <b>Supervise Actively</b>   |  |
| Monitor entry/exit points during the party to prevent gatecrashers  |  |
| Set, enforce and demonstrate the acceptable standard of behaviour   |  |
| Ensure supervising adults mingle with party guests  |  |
| <b>Serve Alcohol Responsibly</b>  |  |
| Have a responsible non-drinking adult serve alcohol from a dedicated bar area                                     |  |
| Offer drinks with a lower alcohol content, such as light beer   |  |
| Offer a wide range of non-alcoholic drinks  |  |
| Provide substantial food in easy to reach areas throughout the duration of the party                              |  |
| <b>Respond Assertively to Issues</b>  |  |
| Refuse entry to gatecrashers and call police if they continue to linger in and around the party                   |  |
| Do not tolerate any violent behaviour – send home any guests who do not meet the acceptable standard of behaviour |  |
| Call police on Triple Zero (000) if you cannot handle an emergency situation                                      |  |

## HEAD INJURIES

Any head injury is serious and requires urgent medical attention.

Always seek **immediate** medical attention for anybody who has sustained a head injury or head strike. Call for an ambulance immediately on Triple Zero (000).

## ALCOHOL AND THE LAW

If you, as a responsible adult plan to supply alcohol to a person under the age of 18 years, you are required by law to obtain consent (written or verbal) from a parent or guardian. Please note that police may issue an on-the-spot fine of \$886\* if you supply alcohol without obtaining a parent's consent, and the child may be fined at least \$72\*.

## YOUR DUTY OF CARE

In hosting your party, you are likely to owe a *duty of care* to attendees. This means you should take all reasonable steps to ensure that attendees are safe at your party. In practice this means ensuring that your premises is hazard-free and any activities engaged in by attendees are not dangerous.

In the event that an attendee suffers injury or damage at your party and takes legal action against you, you may be required to pay damages to the person if you are found to have caused the injury or damage by not taking reasonable steps to protect their safety.



## FURTHER INFORMATION

- **Victoria Police Partysafe website:**  
[www.police.vic.gov.au/partysafe](http://www.police.vic.gov.au/partysafe)
- **Ambulance Victoria:**  
[www.ambulance.vic.gov.au](http://www.ambulance.vic.gov.au)
- **Better Health Channel – Head Injuries:**  
[www.betterhealth.vic.gov.au](http://www.betterhealth.vic.gov.au)
- **EPA Victoria (EPA):**  
[www.epa.vic.gov.au](http://www.epa.vic.gov.au)
- **Australian Drug Foundation (ADF):**  
[www.adf.org.au](http://www.adf.org.au)
- **The Other Talk (ADF):**  
[www.theothertalk.org.au](http://www.theothertalk.org.au)
- **DirectLine – Anonymous alcohol and drug counselling:**  
**1800 888 236**

