

A Guide To SAFE PARTYING:



Whether you are planning to celebrate a birthday, graduation or end of year celebration, all such events will require careful planning despite whether it is held at home or at a venue.

Young people want to have fun and it is therefore important they understand their responsibilities for safe partying. Parents and caregivers need to provide practical guidelines to reduce the risks and help young people make informed choices.



Notify police that you are having a party

You can register your event with the police online or at your local police station.

Notify your neighbours if you're hosting a party at home

Give your neighbours plenty of notice and provide details of the expected start and finish times.

Keep the guest list to a manageable size

If guest numbers are large, ask other parents or responsible adults to assist with supervision or consider hiring security personnel.

Invite guests

Use printed invitations, email or social media channels but ensure the event is set to private. Avoid using SMS as these can easily be shared.



 **Ensure guests are entertained**

Consider having a theme for your event and plan some activities, decorations, food and beverages to tie in with your event.

 Set expectations early

Outlining the ground rules will avoid disappointment or misunderstandings later on. Discuss your tolerance of vaping, smoking, alcohol or use of illicit substances.

 Consider numbering your printed invitations

Ensure printed invitations cannot be easily replicated. A physical invitation can be used as an entry pass and help monitor uninvited guests or unwanted "plus ones".

 Know the local noise regulations

Contact your Local Council or Police if in doubt about noise restrictions.

 **Avoid gatecrashers**

Have one entry point and use a checklist to establish invited guests upon sighting their invitation or a form of personal identification.

 Portable amenities

Consider hiring portable toilets to cater for the number of expected guests.



A lockable area for valuables

Create a space where guests can place their valuables when they arrive and for the duration of the party.



Understand your duty-of-care

The safety of your guests is your responsibility for the duration of the event and even after the party has ended.



Be aware of any legal implications

Especially when it comes to the serving of alcohol and secondary supply of alcohol.



Serving of alcohol

It's illegal for you to serve underage guests alcohol without their parent or legal guardian's permission, even if the party is in your own home.



Other beverages

Consider serving low-alcohol drinks, and also have a variety of non-alcoholic options to choose from.



Expect the unexpected

Be prepared for possible injuries, medical incidents or alcohol-fuelled violent behaviours. Have a first aid kit on hand and consider acquiring Public Liability insurance.



Contact list

Create a contact list for parents of guests to use in case of emergency.



Ensure guests have transport home

Provide a space for your guests to wait until their lift home arrives. And make sure no one has to walk home by themselves.