



# Socials Training



# How does it work?



- **Follow the Student Activities events request procedure**
  - Planning your social properly takes time, the Student Activities team is here to help. Once we have approved your social you can proceed with marketing etc.
- **Claiming back money**
  - If trying to claim back any drinks from events, they must be from fully licensed venues. Buying from a shop is not an option, claims will be rejected.
- **Have you thought about how to be inclusive?**
  - It is helpful to think about the language you use as well as ensuring the venue and type of activity is as inclusive as possible.
- **Fancy dress for socials**
  - Must be approved by Student Activities, if this is not done, club/society funds will not be allowed to be used.

# You have a duty of care to your members



- **No Initiations; you will face a disciplinary.**

- Any activity where an individual or group of members/attendees are asked/told to do something demeaning/causes discomfort/distress etc.
- You are in a position of responsibility. As a student in a more senior position e.g. committee/second year/final year etc what you say carries more weight.

- **No peer pressure or mandatory drinking with ALL socials.**

- Bar/pub crawls should not have a list of mandatory drinks associated with it.
- You may wish to highlight to attendees the deals available but nothing that appears as a recommendation of what should be consumed at each venue.

- **Be mindful**

- Some of your members might be under 18 years old.

- **Only fully licensed venues are to be used for socials for alcohol.**

- You must not host socials that involve alcohol in common rooms or kitchens etc.
- Members cannot bring their own alcohol to activities/events hosted by your club/society at any location.

# You have a duty of care to your members



- **Remember: you are representing your club/society, SU and University.**
- **Be sensible always**
  - University Student Code
  - SU and Club/Society Code of Conduct



Socials are to enjoyed by  
you and your members!

We are here to help with  
this 😊