

## **TRADING STANDARDS CONFIRMED AND AGREED CONDITIONS**

### **Prevention of Crime and Disorder**

All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales:

- a. Induction training which must be completed and documented prior to the sale of alcohol by the staff member.
- b. Refresher/reinforcement training at intervals of no more than 6 months.

All staff engaged or to be engaged in the sale of alcohol will be trained regarding appropriate precautions to prevent the sale of alcohol to persons under the age of 18, to include the company's Challenge 25 policy, the signs and symptoms of drunk persons and the refusal of sale due to intoxication. Records will be kept of such training which must be signed and dated by the member of staff who has received that training. Staff will also be trained to recognise the signs of proxy purchases. All training records will be kept centrally at the operator's head office or regional office as appropriate and made available to the Licensing Authority, Police or authorised Trading Standards Officer of Herefordshire council as soon as possible and in any event within 7 days of request.

No open containers will be sold from the premises.

### **Protection of Children from Harm**

There will be a Challenge 25 policy operating at the premises. Challenge 25 means that the holder of the premises licence shall ensure that every individual, who visually appears to be under 25 years of age and is seeking to purchase or be supplied with alcohol at the premises or from the premises, shall produce identification proving that individual to be 18 years of age or older. Acceptable identification for the purposes of age verification will include a driving licence, passport or photographic identification bearing the "PASS" logo and the person's date of birth. If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to or for that person.

In the event that an employee suspects that a person attempting to purchase alcohol is under the age of 25, is a street drinker or is attempting a proxy purchase they will immediately call a Shift Manager. The Shift Manager will then make appropriate enquiries and will determine whether the sale should be permitted.

Challenge 25 posters shall be displayed in prominent positions at the premises. (namely till area and alcohol area)

A record of refusals of the sale of alcohol shall be maintained. The record shall show the date, time, alcohol type and reason for the refusal. The records shall be accessible at the Premises and shall be made available to the Police and Licensing Officers during an inspection if requested.