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| Venue: |
| Name of Premises Licence Holder: |
| Name of Designated Premises Supervisor: |

This policy applies in relation to weapons on the premises.

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| **Outline your policy here, e.g.**  **The above named venue will not in any way tolerate anyone bringing items that may be used as a weapon on to the premises.**  **Anyone who is found to be in possession of a weapon will be removed from the premises and the police will be called.** |

**Staff procedure and responsibilities**;

* This could include things like;
  + What should they do if they suspect someone has weapon? Who should they inform?
  + What should they do if they find a weapon on the premises?
  + Do all members of staff have the same expected actions in this area, or will some have received specific training allowing them to take further action?

**Duty-supervisor procedure and responsibilities:**

* This could include things like;
  + What should they do if a member of staff reports to them that they suspect someone has a weapon?
  + What should they do with any found or confiscated weapons? How should they record this?
  + What support is available to them with dealing with potentially dangerous situations?

**Management procedure and responsibilities**;

* This could include things like;
  + What training will staff receive about the policy and how you will ensure they have understood the training?
  + How will the policy be communicated to customers?

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| Premises Licence Holder’s signature: |
| Premises Licence Holder’s name: |
| Date Created: |