

### Bookham and District U3A – Safeguarding Policy

#### Introduction:

Every member of Bookham and District U3A has the right to feel safe at all our meetings, events and other activities.

No one should be subject to abuse or neglect.

Abuse can happen in many ways, including discrimination, domestic violence, physical, emotional, sexual or verbal harm.

If you know someone who is experiencing, or is at risk of abuse or neglect, or if you are in this position yourself, you should talk to a member of the Committee at the earliest opportunity.

#### Vulnerable Adults:

Everybody has different levels of vulnerability and each of us may be regarded as vulnerable at some time. All members who may be vulnerable have a right to protection from all types of harm or abuse.

- As a U3A we will value, listen and respect members who may be vulnerable.
- Ensure that all members feel welcomed, respected and safe from abuse.
- Recognise equality amongst people and relationships so we can help members who may be vulnerable, to be and remain active contributors within U3A.
- If members are or become unable to participate independently, we will encourage them to bring a companion/carer with them in order that they can continue to enjoy the benefits of U3A membership.
- Ensure all members are aware of their responsibilities to protect vulnerable adults.

#### Accessibility for Disabled Members:

Bookham and District U3A will do all it can to be as accessible as possible both to existing and prospective members. We will take all reasonable steps to ensure that people with disabilities can attend the meetings and interest groups of their choice, without necessarily needing a companion/carer with them.

Members who cannot manage to participate in their chosen U3A activities without help may bring a companion/carer with them, who for the time that they are in attendance, will be covered by the liability insurance provided by The Third Age Trust.

The only exception to this is a professionally employed carer who would have to be covered by an individual liability policy.

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### Supporting Members with Hearing Loss:

We will make reasonable efforts to support those with hearing loss so that they can continue to enjoy and participate in U3A activities.

A regular reminder will be issued to all members that the Old Barn Hall has a hearing loop so that those who need to use it are aware of it.

### Supporting Members with Vision Loss:

We will support members with vision loss so that they can continue to enjoy and participate in U3A activities.

Have a designated person at general meetings who is easily identifiable, to ensure disabled members are provided with appropriate seating e.g. at the front for those who have vision or hearing loss and at the end of a row for those with mobility problems etc.

### Safeguarding Responsibilities

- The Committee will appoint a member with responsibility for Safeguarding matters.
- Once a safeguarding issue has been reported this member will liaise with the committee to look at ways that will enable the member concerned to continue to participate in U3A activities.
- The objective is to ensure that all members feel safe and secure in all their activities related to Bookham and district U3A.