

# Lostwithiel U3A

## **POLICIES FOR MANAGING VOLUNTEERS AND SAFEGUARDING MEMBERS**

Approved by Lostwithiel U3A Committee at Meeting held on 14th August 2019

### **POLICY FOR MANAGING VOLUNTEERS**

Lostwithiel U3A recognises the vital importance of the all those who volunteer to help in the running of the U3A and will strive to ensure that it supports its volunteers in all that they do.

The volunteers are:

- ◆ The committee,
- ◆ Group contacts and their deputies (if applicable)
- ◆ Open Meeting team (being meeters and greeters, audio / visual team and refreshments team).

Lostwithiel U3A will:

- ◆ ensure the timely rotation of volunteers, where appropriate, so that no-one feels that he/she must stay in their role beyond the time he/she wishes to do so,
- ◆ make sure the volunteers have the resources necessary to fulfil their role,
- ◆ support volunteers where they face problems or difficulties in fulfilling their role.

## **POLICY FOR SAFEGUARDING MEMBERS**

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.

In all our activities 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.
- Do all we can to help members who may be vulnerable, to be and remain active contributors within Lostwithiel U3A and if they are or become unable to participate independently, 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.

Lostwithiel U3A has an equal opportunities policy and as far as it is within our power to do so, provides equality of treatment to any person in their third age regardless of:

- Educational background.
- Sex (including gender reassignment).
- Marital status (including civil partnership status).
- Sexual orientation.
- Race or racial group (including colour, nationality and ethnic or national origins).
- Religion or belief.
- Disability.
- Social status

Lostwithiel U3A strives to achieve a membership which reflects the composition of the community we serve and are committed to the furtherance of fair treatment and the absence of discrimination in all our activities and all contact and communication with external organisations and members of the general public.