

1. u3a in EK:

- believes that its members should be able and where necessary enabled, to attend all our activities in a safe environment and it will not condone or tolerate any form of abuse or inappropriate behaviour, which may be exhibited by our members either face to face or as electronic communications or via u3a social media platforms.
- considers that abuse or inappropriate behaviour includes bullying, aggression or violent behaviour, harassment and/or discrimination, unwanted actions including sexual advances and any adverse comments about a member's ethnic origin, gender, sexuality, impairment or disability, age, religious or cultural background.
- will strive to uphold the principles that those involved in any incidents are entitled to privacy, to be treated with dignity and respect and have their human and civil rights upheld regardless of ethnic origin, gender, sexuality, impairment or disability, age, religious or cultural background as well as the protection of the law.
- allows any member who may be particularly vulnerable and in need of special safeguarding, eg affected by dementia, to bring a companion/carer with them to support them at our activities and keep them safe. The companion/carer need not be a member of the u3a, but will be covered by the u3a's insurance.
- has a responsibility to ensure that its committee members and facilitators understand their safeguarding responsibilities and appropriate awareness raising will be undertaken.

2. Reporting Incidents

If a member feels that they have experienced any abuse or inappropriate behaviour at one of our meetings or in u3a electronic communications or on u3a social media sites, then they should contact the Chairman or other office bearer via the Contacts page of our website.

3. Dealing with Reported Incidents related to u3a Activities

When an incident is reported it will be investigated by the most appropriate members of the committee, who will consider the level of risk and the action that needs to be taken. During these investigations, the member's rights as outlined above will be paramount and they will be supported through the procedure and kept fully informed about any developments. Any actions taken will be recorded and any records will remain confidential to the committee.

u3a in EK will make every effort to respect the confidentiality of any information that is disclosed under this policy, however due to the potential seriousness of some allegations confidentiality is not absolute.

4. Dealing with Reported Incidents outside u3a Activities

u3a in EK committee accepts that it has a duty of care to its members but does not hold any statutory authority and if any concerns regarding abuse or neglect that a u3a member may be experiencing outside of the u3a is reported to them, then they will pass those concerns to the member's appropriate support person or external bodies.

*With acknowledgement to Glasgow West End u3a.*