

CODE OF CONDUCT FOR GROUP MEMBERS

The u3a Movement is non-religious and non-political and has three main principles:

THE THIRD AGE PRINCIPLES

- Membership of a u3a is open to all in their third age, which is defined not by a particular age but by a period in life in which full-time employment has ceased.
- Members promote the values of lifelong learning and the positive attributes of belonging to a u3a.
- Members should do all they can to ensure that people wanting to join a u3a can do so.

Ealing u3a is proud to have many varied interest groups – all run by Ealing u3a members who are volunteers and who generously give up their time to make these groups a success. In some cases groups are hosted in members' homes and some are held in public locations, particularly pubs and coffee shops.

Members of groups often become friends over time and enjoy each other's company. It is sometimes easy to take this for granted and overlook certain things that can later become problematic issues.

In order to maintain the smooth running of all our groups, members are requested to follow these basic ground rules.

GENERAL PRINCIPLES

- All our members are expected to act in the best interests of Ealing u3a and the u3a Movement.
- Members are expected to treat each other with dignity and respect and also to adhere to the Ealing u3a policies (e.g. Safeguarding, Equality, Diversity and Inclusion) which appear on the Ealing u3a website.

REPLY TO REMINDERS/INVITATIONS (*NOT APPLICABLE TO WALKING GROUPS, ETC.*)

When convenors send out meeting reminders please reply to let them know **whether you will attend or not**. If too few people turn up it may not be possible to run the session. This is particularly relevant for groups meeting in members' homes.

PROLONGED ABSENCE

Many of our members encounter health problems and hospital stays. Others may have commitments that clash with group sessions. Please make sure you keep the group convenor aware of such absences. They may be able to be flexible or make alternative arrangements.

Where a group can only accommodate limited numbers, a continual unexplained absence may be stopping another member joining the group.

If a member has not attended for three months without notifying the convenor, the convenor may reasonably decide to remove that member from the group. *(This will not affect membership of Ealing u3a or of other groups.)*

MEETING IN MEMBERS' HOMES

A number of our members very kindly host group sessions in their own homes. They often also very generously provide refreshments. Members are requested to contribute something towards the costs on each occasion (e.g. £1).

MEETING IN PUBS, ETC.

Ealing u3a is very fortunate to be able to use spaces in many of our local pubs. We have a good relationship with the landlords and are not charged for using their space but we do need to repay their kindness by purchasing a drink or perhaps lunch. Please do not go to the meeting with refreshments purchased from another provider.

Many other venues charge high fees which would need to be paid by the group members attending, so it is in all our interests to maintain the friendly relationships with these pubs.

'OPEN GROUPS'

We have a number of 'Open' groups such as London Revisited, Theatre Outings and Excursions, Walking Groups. Mostly these require members to sign up in advance and possibly pay in advance for each occasion as numbers are restricted. **If you have booked but for any reason you are no longer able to go**, please let the convenor know so that the place may be allocated to another member. (Not applicable to Walking Group members who have not already signed up for the walk as this would inundate the convenor with unnecessary messages.)

Please do not turn up without booking or notifying the convenor as the group may then have too many participants to be able to operate safely on that occasion.

DISCUSSION GROUPS

u3a is non-political, non-religious. There are a number of groups which involve discussions and these are generally conducted well. However, they may encounter topics that engender polarising views. Members are expected to listen to each other's views and, where these are opposed, to agree to disagree. Any member who oversteps this will be in breach of the u3a principles and the convenor may reasonably be expected to request that person leave the group.

GROUPS ON WHATSAPP

For practical purposes, some groups use WhatsApp to communicate with each other, particularly for when meeting at external venues. Members should remember that u3a is non-political, non-religious and non-discriminatory. Members of WhatsApp groups who post such messages **will** be removed from the WhatsApp group and may be asked to leave the group.