

1. 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.

2. 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.

3. 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.

4. Guidelines for dealing with group members with disabilities (physical or mental) and/or living in sheltered care homes etc.

Bookham & District U3A wishes to be inclusive and to meet our legal responsibilities

Our hired meeting rooms must offer access for members with disabilities.

However groups meet in a variety of places and mostly in individual's private accommodation, usually with the members taking turns wherever practical to host meetings. Mostly this is private houses or flats but may be other accommodation such as care homes or sheltered accommodation where recreational areas are provided to all the residents. Where a Group Administrator has a member who wishes to host in care or sheltered accommodation the following should be considered:

- It is unlikely that the area where the meeting is to be held will be private and therefore the meetings may be disturbed by non-members
- The operators of the care home/sheltered accommodation may not wish to regularly (or occasionally) host a meeting (they may consider it unacceptable for other residents)

Disabilities Policy

- Use of laptops, projectors etc may not be acceptable
- They may wish to charge for some things including refreshments • The advice on insurance from the U3A head office is “All U3A members would be covered by the insurance that we have in place, however as the meetings would be in the care home they would need to have the correct insurance in place. The people who are in the care home would not be covered by our insurance cover.”
- Some of the benefits of hosting in individual’s homes are:
 - Locations vary and therefore travelling is shared between members, whereas using one location particularly if it is not centrally located may reduce attendance and undermine the group’s viability
 - No one is constantly asked to host a meeting
 - The host, which will probably be the presenter for a meeting, is likely to feel more comfortable in home surroundings
 - Costs are minimal and shared.
- Some of the issues that would need to be addressed when using private accommodation for disabled members or those needing care include:
 - The nature of the disability
 - The suitability of the accommodation for the disability – stairs, lavatory facilities, wheel chair access, place to store walking frames etc.
 - The risk of trips and falls
 - The need of the individual to have a carer present
 - Risks to other members of the group and their equipment It may be easier to address some of these issues with a new group but with an established group some of these items might be more difficult to manage.
- Whilst we would want every group to consider if they can accommodate the modifications to the group to include a member living in care/sheltered accommodation:
 - The existing group members should be comfortable with the modifications required to the meetings if the venue is to be changed
 - There is no requirement to make changes to their homes beyond the usual good housekeeping – trailing leads etc, no one has to buy a ramp or other equipment to allow access over steps, this would be an unreasonable modification for a householder for an occasional guest
 - The person with the disability is responsible for transport to and from the venue and for the provision of a carer if required

Disabilities Policy

- If the person is significantly impaired either physically or mentally there may be problems whereby they overestimate their abilities and are unable to participate effectively in the group activities. In such cases there may be a power of attorney in place and/or a care home manager/warden may not wish the member to leave the establishment. Unfortunately as each case needs to be treated on an individual basis, both for the member concerned and the other members of the group there is not a one size fits all answer. Paramount: Safety:

There is no obligation for a member to accommodate a member with disabilities if they do not consider their home suitable. There is no obligation on a host member to make significant extra provision for a member with disabilities. No member should feel pressurised into hosting a meeting more often than they would normally do just because their home is suitably adapted. Transport and caring must be provided by the member with disability. It may be necessary to ask a member to cease being a member of a particular group if they don't recognise that they are unable to be a full member of the group either through physical or mental impairment. All of these factors can lead to resentments and ill-feeling, and the committee will offer help to any Group Administrator who is encountering difficulties.