



CODE OF CONDUCT POLICY FOR GENERAL MEMBERS

1. Bishop's Stortford U3A commits itself to operating in accordance with this Code of Conduct for the benefit and protection of the organization and of members' personal rights.
2. Every member of Bishop's Stortford U3A has the right to:
 - Feel safe and respected
 - A supportive and positive learning environment
 - Participate in learning, social and recreational activities
 - Receive services fully compliant with U3A norms
 - Make a complaint and receive prompt and fair resolution of the issue
 - Have access to guidelines, policies and procedures adopted by Bishop's Stortford U3A
3. Every member of Bishop's Stortford U3A has the responsibility to:
 - Respect the beliefs, needs and background of others
 - Act and speak respectfully
 - Understand and follow the organisation's guidelines, policies and procedures
 - Carry out all activities in an appropriate manner
 - Work co-operatively for the benefit of all members
 - Maintain positive relationships
 - Care for the property and possessions of the organization and members
 - Help create an inclusive environment
 - Report actual or potentially unsafe situations or conduct
4. The principles set out in this code are intended to apply to any U3A related context, including classes, activities, social functions, meetings, conferences and holiday trips.
5. The principles set out in this code apply equally to all members and volunteers.
6. A breach of this code of conduct will result in disciplinary action.
7. Where a person believes they have been subject to treatment or conduct that is in breach of this code they may lodge a complaint with the Chairman or Secretary.
8. Any complaint of a breach of this code will be handled in accordance with Bishop's Stortford U3A Grievance Policy.

Authorisation

9. This Conflict of Interest Policy was adopted by the Bishop's Stortford U3A Executive Committee and minuted as such, on 6th March, 2018.

10. This policy will be published by the Executive Committee of Bishop's Stortford U3A on its website within 4 weeks of the date of this authorisation.

11. Code of Conduct Policy <https://u3asites.org.uk/bishops-stortford/page/17397>