



Summary of Guidance for Restarting Groups

When considering restarting a group the Group Leader should initially contact their Group Mentor for advice. The following steps will be necessary:

- The Group Leader must ensure the group is able to restart in accordance with the latest Government guidance.
- A risk assessment needs to be written prior to restarting a group and will be approved if Du3a considers full compliance with guidance has been demonstrated.
- The venue chosen must be approved as COVID-19 Secure and any lease, hiring agreement or terms and conditions must be authorised and signed by Du3a.
- Members of the group should be consulted regarding their wish to participate in the restarted group and sent a risk assessment form prior to the first meeting, which they must complete.
- Groups should be self-financing. The Group Leader needs to fill in a Group Financial Information Form and submit it to the Treasurer. Help is available with a loan to pay for a deposit for a venue and advance payment of fees.

Please see 'Requirements for Restarting Groups During the COVID-19 Pandemic', 26 September 2020, for more details on the guidance. Your Group Mentor will be available to guide you through the process and useful forms are available on the Du3a website Group Leaders Information page.

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