



u3a Name: Littleborough	Date: February 2023
Name of person completing risk assessment checklist: S Kokocki	
Interest Group: Committee	
Description of Activity: Policy Review	

Policy relating to members of other U3As who wish to join Littleborough U3a interest groups, monthly meetings or other activities

Please note that our insurance policies cover members only accept in occasional situations outlined below where the 'coverage would also include visitors on a temporary basis.

1. Individuals who are not members of Littleborough U3A, whether or not they are members of other U3As, may attend up to 2 monthly meetings in any one year, or up to 2 meetings of an interest group, with permission of the group convenor and/or members. This is so that members who have a visitor may bring them along to the U3A activity on a one off basis, or individuals who are considering joining Littleborough U3A have the chance to find out whether. the activities are what they are looking for.
2. Members of other U3As (except Todmorden – see 3 below) who wish to become members of a Littleborough U3A interest group and/or to regularly attend Littleborough U3A outings or Littleborough U3A monthly meetings will be required to become members of Littleborough U3A, paying the annual membership fee minus the capitation fee – i.e currently £11.50 for the full year. This reduction is made because the rules of the U3A Trust are that a capitation fee must be returned for every U3A member only once. The first U3A local group that is joined will be responsible for making that return.
3. By special agreement with Todmorden U3A, members of Todmorden U3A may join Littleborough U3A interest groups on the same terms as members of Littleborough U3A. Equally members of Littleborough U3A may join interest groups in Todmorden U3A. This is always provided that there are available places and there is prior agreement from the group convenor. Please see the agreement for further details. Because of difficulties managing numbers the agreement does not extend to the monthly meetings although Todmorden members may join on the terms outlined at 2 above.
4. Members of other U3As who attend an occasional monthly meeting on a one-off basis will pay the non-member entrance fee.
5. Members of other U3As who join an outing organised by and for Littleborough U3A on an occasional basis where places are available will pay the cost of the outing in the same way that Littleborough U3A members do.



This document should be read in conjunction with the current Government and Public Health advice in relation to your location and the feasibility of carrying out this activity safely adhering to present social distancing requirements and permissible indoor and outdoor group sizes (i.e. Covid 19 Risk Assessment)

u3a	Policy relating to members of other u3as who wish to join Littleborough u3a interest groups, monthly meetings or other activities			The Third Age Trust
Version	Description of changes	Date of change	Review date	
2.0	Original Checklist	February 2023	February 2025	