

Terms and Conditions

1 It is the personal responsibility of each member of the Walking Group to realistically assess and ensure that they are physically fit enough to undertake the walks that they embark on. Individual members are advised to consider carefully whether they should seek the advice of their General Practitioner before joining the Walking Group. Group members walk at their own risk and have a duty of care for their own safety and well-being during the walks.

2 There will be two walks per month (weather permitting);

- on the first Wednesday of the month;
- on the third Friday of the month.

3 Administrative tasks for the Walking Group are carried out by the administrative group leaders. The administrative group leaders will;

- maintain a list of group members, with contact details.
- plan the Walking Group's activities.
- post information and updates to group members via the LSA U3A newsletter and website, and directly to members via emails (and in exceptional cases by telephone).
- monitor group members' attendances and feedback.

4 Each member of the walking group is advised to provide their email address and telephone number. If a member does not have an email address, provision of a contact telephone number will suffice. Provision of telephone numbers by members is helpful to the walk leaders in the event of cancellation of a walk at short notice, for example due to inclement weather.

5 Group members will be able to contact the administrative group leaders by telephone and through the email account dedicated to the Walking Group. The telephone numbers and the email address are available on the LSA U3A website.

6 Full use will be made of the LSA U3A web page to communicate the Walking Group programme and the names of the various walk leaders. Other general communications will also be included on the web page, as appropriate. Photographs may be taken during the walks and used to populate the web page.

7 Each walk will be led by a walk leader and an assistant walk leader, neither of whom are necessarily administrative group leaders.

8 A reconnaissance of each prospective group walk will be carried out by the walk leader for that walk. A description of the walk will then be sent to the administrative group leaders in time for the description to be circulated to the members of the Walking Group via email and the LSA U3A website, before the proposed walk.

9 The description of a proposed walk should provide salient features including;

- brief details of travel to the start point;
- approximate duration and/or length of walk;
- significant inclines and descents;
- farm premises to cross;
- number of stiles to be negotiated;
- significant muddy areas and potential water hazards.

10 Walk leaders and assistant walk leaders are advised to work through the “Walk Leader Risk Assessment Checklist”;

- during their reconnaissance of a prospective walk,
- on the morning of the walk just prior to it,
- and during the walk.

The “Walk Leader Risk Assessment Checklist” is to be found on the LSA U3A website (go to the website; click on “Groups”, then “Walking”, then follow the hyperlink at the periphery of the screen to “Checklist”).

11 Walk leaders will be expected to monitor the weather forecast for the location of their intended walk in the 24 hours prior to the walk. Depending upon the weather forecast, it is the walk leader’s decision as to whether a walk goes ahead or is cancelled.

12 Members should read the description of a proposed walk, as well as monitor the relevant weather forecasts, so that they may assess whether they wish to attend. Members should also use this information to decide on suitable clothing, footwear and refreshments to take for the walk.

13 Members should notify the walk leader within a reasonable time frame of their intention to take part in a walk.

14 Arrangements for travel to and from the walks will be the responsibility of individual members, whether in their own vehicles, or by arranging lifts with other members, or by public transport. Walk leaders should endeavour to identify the most appropriate car parking solution for access to the start point.

15 On the day of a walk members will assemble at the start point. Members must carry emergency contact details in their ruck sack, and they should also carry details of any medication that they take and any allergies that they suffer from.

16 Walkers are expected to arrive on time for a walk or risk being left behind.

17 A list of those taking part in a walk will be compiled at the start point by the walk leader prior to commencement of the walk. During each walk, a count of participants will periodically be taken by the walk leader and assistant walk leader. A roll-call will be held by the walk leader and assistant walk leader at the completion of a walk.

18 Usually the walk leader will act as the frontmarker for a walk. A backmarker will be positioned at the rear throughout the walk. High visibility jackets are available and should be worn by the front and backmarkers when the group is walking along roads, crossing roads, and in poor weather condition where visibility may be compromised.

19 It will be the right/responsibility of the walk leader, in consultation with the assistant walk leader, to disallow a group member from embarking on a walk if they have concerns for the well-being of that member (for example, the member appears unwell, not physically fit enough, or is ill-equipped).

20 Dogs are not permitted on any of the walks.

21 The walk leader’s decision on any matters pertaining to his/her walk is final.

22 At the completion of a walk, and before members make their way home, the walk leaders will make themselves available to receive feedback from the group members on how the walk went. Members may communicate with the administrative group leaders any feedback which occurs to them at a later time after the walk.

23 An incident form is available for completion in the event of an untoward incident. Upon completion, the incident form should be forwarded to the administrative group leaders.

24 The list of members who have taken part in a walk should be forwarded to the administrative group leaders by the walk leader.

25 It is advised that each walk leader should keep copies of the description of their walk, the list of attendees on that walk, a brief log of the walk, and any comments received as feedback from participants.

26 To-reiterate item 1 above; **on any particular LSA U3A walk, each participant takes part at their own risk, and must take personal responsibility for their own safety and conduct throughout each walk.**

MS/GR/MR 10.4.18