

BEESTON



THE UNIVERSITY OF THE THIRD AGE

## BEESTON U3A ACCESSIBILITY POLICY

Beeston U3A wants all its members to be able to take part in, and enjoy, the events and groups which are made available. To achieve this members have been asked to tell us of any improvements we can make to increase their enjoyment / involvement and we will make reasonable adjustments / arrangements where we can. As a result of the survey we will seek to make sure that:

- speakers at events use a microphone and have instructions in how to use it. Appendix A
- when the church is being used guidance is sent to speakers about where to stand and how to display items so that as many people can see them as possible. Appendix A
- the speaker greeter has a copy of Appendix A to ensure that speakers know the requirements.
- meeters/greeters are given a guidance sheet in supporting accessibility issues. Appendix B
- group leaders have an off-site visits checklist. Appendix C
- a small budget will be available to assist in meeting individual accessibility needs faced by a member wishing to go on a day trip. A form of application is available on our web site and in the 'Newsletter'. Appendix D

The committee has appointed a Welfare Officer to support us in our aim to reduce accessibility issues and to be a contact for all members and to raise issues regarding welfare and accessibility.