



## Accessibility policy for Kings Norton and District(KNAD) U3A

### Aims of the Policy

This policy has been drawn up to ensure that KNAD U3A takes steps to review accessibility needs for individual members and makes reasonable adjustments, where possible, to accommodate the needs of members with physical conditions and/or dementia. The policy takes into account the requirements of the Equalities Act 2010 and the need for KNAD\_U3A to avoid discriminating directly or indirectly against such members. The policy will act as a reference point for Committee Members, Group Leaders and individual members in terms of the steps KNAD U3A will take. The policy will also identify the parameters of the adjustments that can be made. KNAD\_U3A is a membership charity and not a service provider, therefore whilst reasonable adjustments will be made to ensure that individuals can participate and can attend with carers to support their needs, there will be certain needs that the U3A will not be able to accommodate due to the level of care that an individual may need.

### Practical Approaches to Increasing Access

In ensuring equality of access \_KNAD\_U3A will take the following steps:

- An Accessibility Officer will be identified from amongst the membership. This will be a volunteer role.
- The Accessibility Officer will have responsibility for liaising with Group Leaders, when required, to ensure that groups are accessible and that group leaders are aware of what the expectations are and what adjustments may be made e.g. if a group held within someone's home wants to relocate to a wheelchair accessible venue.
- The Accessibility Officer will contact new members who indicate that they have a disability or health related issue that may need additional support and/or adjustment and discuss with them what needs they have and how these could be met – as appropriate. Our risk assessment form applies.
- General meetings will, as far as possible, be held at a well lit, fully wheelchair accessible venue, spacious enough to cope with wheelchairs and mobility scooters, with wheelchair accessible toilet and hearing aid loop system, and with a sound system in use.
- Speakers giving visual presentations will be asked to give a good description of the presentation if there is a possibility that people with visual impairment are present, saying what's on a slide.
- At the monthly members meetings the front row of seats will be reserved for members who have impaired hearing or vision.
- Committee members and Group Leaders will be advised of training designed to support them in having an awareness of and facilitating access.
- Group Leaders running groups that require a certain level of fitness and/or mobility will be asked to provide this information to members in advance so that members can decide as to whether the group is suitable for them. • Group Leaders will liaise with the Accessibility Officer where there are concerns about an individual's ability to participate.
- \_KNAD\_U3A will try to ensure that there are a range of groups available that will provide access to members so that members do not feel excluded from too many interest/activity groups.
- KNAD U3A will encourage and may require members to bring carers with them to U3A activities, as needed, with no additional cost for the carer. The carer will fall under U3A liability insurance unless they are a professional carer, in which case the individual will be covered by their employer's insurance cover.
- KNAD U3A will maintain a database of venues and the facilities offered by each venue to accommodate different needs. To be reviewed annually.
- KNAD\_U3A has a duty of care to all members and this may mean that difficult decisions have to be taken in assessing an individual's ability to participate either in the U3A as a whole or within individual activities. These decisions will always be taken on advice from the Accessibility Officer after

discussion with the individual member and his or her carer in order to ensure that a fair and considered decision is taken.

- KNAD\_U3A will seek additional advice and support from U3APlus, the Regional Trustee, National Office, the national website and external specialist organisations as required.

This policy was adopted on:

**Review date**