

## Accessibility Policy

### Statement

Lancaster and Morecambe u3a (L&Mu3a) is a learning co-operative and membership charity which enables members in their third age to share educational, creative and leisure activities. Members of each u3a draw upon their knowledge, skills and experience to teach and learn from each other (peer to peer learning). L&Mu3a is committed to ensuring that the u3a is as inclusive and accessible as possible for those in their third age who meet the criteria for membership. This policy document should be read alongside L&Mu3a's Equality, Diversity and Inclusion Policy.

### Aims of the Policy

This policy has been drawn up to ensure that L&Mu3a takes steps to review accessibility needs for individual members and makes reasonable adjustments, where possible, to accommodate the needs of members with disabilities and/or health related needs. The policy takes into account the requirements of the Equalities Act 2010 and the need for L&Mu3a to avoid discriminating directly or indirectly against members with disabilities and/or health related needs. The policy will act as a reference point for Committee Members, Group Leaders and individual members in terms of the steps Lancaster and Morecambe u3a will take. The policy will also identify the parameters of the adjustments that can be made. L&Mu3a 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 L&Mu3a will take the following steps:

- An Accessibility Officer will be identified from amongst the membership. This will be a volunteer role/committee member role.
- The Accessibility Officer will have responsibility for liaising with Group Leaders on an ongoing basis to ensure that groups are accessible and that group leaders are aware of what the expectations are and what adjustments may need to be made e.g. relocating a group held within someone's home to a wheelchair accessible venue.
- 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.
- At the monthly members meetings the front row of seats will be reserved for members who have impaired hearing or vision or mobility issues.
- Group Leaders will liaise with the Accessibility Officer where there are concerns about an individual's ability to participate.
- L&Mu3a 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.
- L&Mu3a 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.
- L&Mu3a will maintain a record of the facilities offered by each venue to accommodate different needs. This will form part of the risk assessment of each venue.

- L&Mu3a 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 24 March, 2021

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Reviewed, Font and layout amended 16/12/2022 M P Hemming