



Paisley and District u3a

Safeguarding Policy

Purpose

To provide a standard and clear policy for members of Paisley and District u3a which sets out how, and why it believes its members should be able, and where necessary enabled, to attend all our activities in a safe environment and it will not condone or tolerate any form of abuse or inappropriate behaviour, which may be exhibited by our members either face to face or as electronic communications or via u3a social media platforms.

Scope

This policy applies to all members of Paisley and District u3a, ie members of the Committee, Group Leaders, members and, where appropriate, potential members.

Paisley and District u3a considers that abuse or inappropriate behaviour includes bullying, aggression or violent behaviour, harassment and/or discrimination, unwanted actions including sexual advances and any adverse comments about a member's ethnic origin, gender, sexuality, impairment or disability, age, religious or cultural background.

General Guidelines

Paisley and District u3a will strive to uphold the principles that those involved in any incidents are entitled to privacy, to be treated with dignity and respect and have their human and civil rights upheld regardless of ethnic origin, gender, sexuality, impairment or disability, age, religious or cultural background as well as the protection of the law.

Paisley and District u3a allows any member who may be particularly vulnerable and in need of special safeguarding, eg affected by dementia, to bring a companion/carer with them to support them at our activities and keep them safe. The companion/carer need not be a member of the u3a, but will be covered by the u3a's insurance.

Paisley and District u3a has a responsibility to ensure that its Committee Members and Group Leaders understand their safeguarding responsibilities and appropriate awareness raising will be undertaken.



Reporting incidents

If a member feels that they have experienced any abuse or inappropriate behaviour at one of our meetings or in u3a electronic communications or on u3a social media sites, then they should contact the Chair via the Contacts page of our website at:

[Paisley & District u3a: Welcome to Paisley & District u3a \(u3asites.org.uk\)](https://u3asites.org.uk)

Or if there is another person they would prefer to contact, they can contact any member of the Committee, via the Contacts page of our website to discuss the incident.

Dealing with reported incidents related to u3a activities

When an incident is reported it will be investigated by the most appropriate members of the Committee, who will consider the level of risk and the action that needs to be taken. During these investigations the member's rights as outlined above will be paramount and they will be supported through the procedure and kept fully informed about any developments. Any actions taken will be recorded and any records will remain confidential to the Committee.

Paisley and District u3a will make every effort to respect the confidentiality of any information that is disclosed under this policy, however due to the potential seriousness of some allegations, confidentiality is not absolute.

Dealing with reported incidents outside u3a activities

Paisley and District u3a Committee accepts that it has a duty of care to its members but does not hold any statutory authority and if any concerns regarding abuse or neglect that a u3a member may be experiencing outside of the u3a is reported to them, then they will pass those concerns to the member's appropriate support person or external bodies.

u3a		Paisley and District u3a
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Policy Approved by Executive Committee		30 March 2023
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