

Garforth, Kippax and District U3A

Member Code of Conduct Policy

Policy statement

This policy is written to enable the committee of Garforth, Kippax and District U3A (herein referred to as GK&D) to clarify the standard of behaviour expected from each U3A member and address issues about conduct.

Member Code of Conduct

All members should familiarise themselves with this code of conduct. Members are expected to conduct themselves in line with the Movement's Guiding Principles.

Members are representing both their local organisation and that of the Third Age Trust and have a personal responsibility to uphold the good reputation of both.

Specifically:

- Members are expected to know, follow and promote the Principles of the U3A Movement at every opportunity.
- Members must always act in the best interests of GK&D U3A and the U3A Movement, strive to uphold its reputation and never do anything which could bring their own, another U3A or the U3A Movement into disrepute or expose it to undue risk.
- Members are expected to use GK&D U3A's resources responsibly and only to further its stated charitable objects/purposes.
- Members are expected to treat each other with dignity and respect at all times and promote an environment free of discrimination, bullying and harassment.
- Members must not discriminate on grounds of gender, sexual orientation, race, colour, religion or other grounds.
- Members are expected to reflect the current organisational policy of GK&D U3A, regardless of whether it conflicts with their personal views.
- Members are expected to abide by GK&D's procedures and practices.

Breaches of Code of Conduct

Where a complaint is received to indicate a breach of the code of conduct, any investigation of such misconduct will adhere to the guidelines set out in the processes outlined within the Third Age Trust Complaints & Disciplinary procedures.

Definition of Misconduct

Misconduct is defined as conduct which contravenes any of the provisions of the GK&D U3A's Code of Conduct, The GK&D U3A Equality Diversity & Inclusive Policy, GK&D U3A Data Protection Policy and GK&D U3A Safeguarding Policy.

It may also include, but not be limited to: abusive language and/or rudeness affecting members, officials or others.

Availability and changes to this policy

This policy is available on GK&D U3A web site at <https://u3asites.org.uk/garforth-kippax>. This policy may change from time to time. If we make material changes, we will make members aware of this via a personal email, sent via the Beacon system, or the monthly meetings as appropriate.

Contact

If you have any queries about this policy, need it in an alternative format, or have any complaints about our equal opportunity practices, please contact the Membership Secretary. Email: heathermitchellu3a@gmail.com ; or in person at a monthly meeting.

Policy adopted: March 2021

Policy amended: April 2022

Policy reviewed: February 2024

Policy reviewed:

Policy review date: March 2022

Policy review date: April 2023

Policy review date: May 2026

Policy review date:

Related Documents:

Policy adopted: Month 20xx

Policy amended & Re-issued: Month 20xx

Policy amended & Re-issued: Month 20xx

Policy amended & Re-issued: Month 20xx

Policy review date: Month 20xx

Policy review date: Month 20xx

Policy review date: Month 20xx

Policy review date: Month 20xx