

# Code of Conduct

## Bridport and District u3a

Bridport and District u3a Version 1 July 2023

### MEMBER CODE OF CONDUCT

1. Our u3a like all u3as, is run entirely by members for members. Your committee has developed this Code of Conduct to help us remain a vibrant, friendly, inclusive organisation.
2. Members are expected to treat each other with dignity and respect at all times.
3. Sexist, racist, homophobic, transphobic or otherwise offensive and inflammatory remarks and behaviour are not acceptable. These constitute harassment and have no place in Bridport and District u3a.
4. Members should have a care for the wellbeing and safety of other members and the organisation by being punctual and reliable in attending U3A activities and wherever possibly notifying non-attendance, longer absence or withdrawal from groups and other commitments.
5. Members must avoid all forms of behaviour that may discriminate against, intimidate or harm other members or disrupt meetings or events.
6. Members must participate safely in groups and activities, abiding by any reasonable directive or prerequisite specified by the group or event leader.
7. Members must observe strict confidentiality regarding other members' personal information to which they may have access and never disclose such information to a third party without permission.
8. Members are expected to use Bridport and District's u3a's resources responsibly and only to further its stated charitable objects/purposes.
9. Members should comply with and support the decisions of the elected committee.
10. Members should always act in the best interests of Bridport and District u3a and the u3a Movement, and never do anything which could knowingly bring them into disrepute.
11. If a member is deemed to have acted in an unacceptable manner, by the group leader, a warning will be given. If the member's conduct does not improve, the group leader will issue a second warning. If this does not resolve matters, the disruptive member will be excluded from the group.
12. If an excluded member wishes to challenge the group leader's decision an appeal can be made in person to the committee at its next meeting. The decision of the committee will be final.