



## MEMBERSHIP REQUEST

Surname .....

First name .....

Title ..... Initials .....

Address .....

.....

.....

.....

Post code .....

Telephone no. ....

I agree to abide by the safety rules of The Matlock Area U3A

Signed .....

Please return this form with your subscription of £10-00 (£5.00 if joining after 1st August) by way of cheque payable to **Matlock Area U3A** and post to the Membership Secretary:

Martin Eyre, 4 Cavendish Apartments, Cavendish Road, Matlock DE4 3FN

*If you can provide proof of membership of another U3A Group then this amount is reduced to £7-50 (£3.75 if joining after 1st August) since only 1 national capitation fee is due.*

Home Club:.....

Other useful information:

Interests .....

Email address .....

Where did you hear of us? .....



## **SAFETY POLICY**

As Trustee of the Matlock Area U3A Charity, your Committee is committed to exercise its duty of care by trying to ensure that the activities of the various Groups and of individual members are conducted in a safe and responsible manner, with all risks identified as far as is possible and subsequently minimised by your compliance with this Safety Policy.

Accordingly, it needs to try to ensure that all Members are aware of their responsibility to exercise caution and to try to safeguard the Health and Safety of themselves and their fellow Members at all times. This requires recognition of the need for, and the adoption of, a watchful safety conscious policy when participating in any Branch or Group activity, seeking to avoid any hazard which may be seen to be present or which may arise. Members therefore need to adopt the policy in a positive way and to respond to any request from a Group Coordinator ( or a nominated deputy ) for the exercise of care in the course of Group activities. This is particularly applicable to those risks described below, with those Groups whose activities generate identifiable risks having their own review.

The Committee is aware that Members are mature and responsible people and that the provisions of this statement are almost certainly being followed as a matter of routine. It therefore simply records the need for constant safety awareness and care by all its members and assumes their routine compliance in the context of mutual regard and insured risk.

Common hazards are:

- 1 Slips, trips and falls – take care on steps, stairways and uneven floors. Eliminate or cover trailing cables to electrical appliances such as projectors.
- 2 Fire precautions – ensure awareness of Fire Safety and evacuation procedures at any premises used by your Group.
- 3 First Aid – ensure availability and know the location of First Aid equipment.
- 4 Electric Shock – do not use equipment with damaged insulation or which could overload the electrical system.
- 5 Manual Handling – do not attempt to lift any heavy or bulky item without help.

In the event of there being an accident your Coordinator must advise the Branch Secretary.