



POLICY PRINCIPLES

U3A Deepdene is committed to the value of lifelong learning through the establishment and maintenance of opportunities for participation in educational, cultural, physical and socially inclusive programs and activities.

Deepdene U3A adopts the principles of mutual aid which include:

- No payments are made to members for any services rendered
- U3A Deepdene is self-funded with member subscriptions and costs kept as low as possible
- Outside financial assistance is only sought if it does not imperil the integrity of U3A Deepdene.

LIVING WITH COVID POLICY

Introduction

The U3A Deepdene Committee takes the welfare and well-being of its members, tutors, visitors and guests seriously. We aim to provide our members with the opportunity to participate in classes and activities in a safe environment, with minimal risk to health.

Purpose

This policy, represents our approach to dealing with the COVID-19 pandemic. However this policy is in all aspects subject to any overriding Council, State or Federal Government Directive or Law.

This Policy outlines our aims to:

1. Provide classes, activities and services within the applicable COVID-19 restrictions at any time.
2. Provide appropriate information and training needed to achieve these aims.
3. Ensure that the CoVID-19 Safe Plans are in place and up to date for all venues used for U3A Deepdene activities.
4. Ensure that the CoVID-19 Safe Plans for each of the hired premises is made available to members to peruse.
5. Ensure a copy of these Plans are displayed on the U3A Deepdene website and kept centrally in the Balwyn Park office.
6. Ensure that legal requirements are the minimum level of expectation.
7. Ensure that The Policy is assessed and updated annually.

Policy Statement

- The U3A Deepdene aims to continue to provide classes and activities to its membership within compliance of the COVID-19 restrictions applicable at any time and in a manner that best

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protects the health and safety of it's membership.

- Restrictions applied by Boroondara council, State or Federal governments or in respect of any venues used by U3A Deepdene will be regularly reviewed to ensure compliance can be achieved.
- In order to achieve compliance it may be necessary (at any time) to postpone, cancel or redesign the delivery of classes or activities in which members have enrolled.
- In order to attend face to face activities at U3A Deepdene it will be necessary for members to declare that they are fully vaccinated on membership renewal and for tutors, COVID-19 monitors or Office staff of U3A Deepdene to sight information confirming your COVID-19 vaccination status.
- Any record of vaccination status recorded by U3A Deepdene will be kept confidential in line with the Privacy Policy.

Procedures

The Management Committee expects the full assistance of all members in support of this policy and its aims.

Members are asked to:

1. Not attend any face to face class or activity if feeling unwell or exhibiting any symptoms of COVID-19 including but not limited to a cough, high temperature, breathing difficulties or other respiratory conditions.
2. Not attend any face to face class or activity if you have been diagnosed with COVID-19 or are a close contact of someone diagnosed with COVID-19 until your quarantine period has been completed.
3. Not attend any U3A Deepdene face to face class or activity unless fully vaccinated against COVID-19 as defined by the Government of Victoria.
4. Ensure you have completed the U3A Deepdene COVID-19 Safety Plan Member Agreement for Attendance at Face to Face Classes form prior to attending any face to face program.
5. Adhere to any specific instructions, or COVID-19 guidelines, relating to the specific venue in which any class or activity is held.
6. Adhere to any specific instructions, or COVID-19 guidelines, relating to a specific class or activity including any instructions from the Tutor.
7. Notify U3A Deepdene if you test positive to COVID-19 after attending a face to face class or activity.
8. Ensure that you have scanned the QR code on entry to any venue for a face to face class or activity or that the COVID monitor has recorded your attendance should you be unable to use the QR scan.
9. Raise any issues relating to COVID-19 safety matters with the Tutor or a Committee member.

Tutors are asked to:

In addition to the items covered in **Members** above, Tutors should also: -

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1. Ensure you are up to date with any COVID-19 Directions that may be applicable to your class or activity
2. Ensure that you have been provided with all relevant information and training related to COVID-19 that could be relevant to your class or activity.
3. Ensure that you are fully vaccinated against COVID-19 as defined by the Government of Victoria.
4. Ensure that your attendees are made aware of any specific COVID-19 safety requirements relating to your class, activity or the venue in which it is being held.
5. Ensure that the COVID monitor has checked all attendees are QR scanned into the venue, that their COVID-19 vaccination status compliance has been sighted for the attendance roll and that their Member Agreement for Attendance at Face to Face classes has been collected.

Responsibilities

- U3A Deepdene Members and Tutors are responsible for compliance with duties and responsibilities specifically outlined in this policy.
- U3A Deepdene's Committee of Management is responsible for:
 - developing, adopting, implementing, publishing, reviewing and updating this policy
 - providing relevant and up to date information and training as required to enable Tutors to comply with this policy
 - investigation and resolution of any complaint made about failure to comply with this policy.
- Any Member of U3A Deepdene's Committee of Management is responsible for: -
 - receiving enquiries about this policy
 - receiving complaints about an alleged failure to comply with this policy, reporting the incident to the President and bringing the matter before the Committee of Management promptly

Related Documents

U3A Deepdene COVID-19 Safety Plan.

U3A Deepdene Member Agreement for Attendance at Face to Face Classes

U3A Deepdene Privacy Policy

U3A Deepdene Code of Conduct Policy

Victoria's COVID -19 Road Map