



Membership Terms and Conditions

Introduction

Kingston U3A Inc. is a voluntary not for profit organisation. Its members are retired or semi-retired. Kingston U3A Inc. is able to function because of the volunteer convenors and organisers.

Purpose

These Terms and Conditions outline the obligations of Kingston U3A Inc. members.

Policy

Membership with Kingston U3A Inc. is provided under the following terms and conditions.

1. Always act in the best interests of the U3A and never do anything to bring the U3A into disrepute
2. Abide by the Rules, Policies and Procedures of Kingston U3A Inc.
3. Treat fellow members with respect and courtesy at all times
4. Comply with and support the decisions of the elected Committee
5. Advise the Committee of any changes in your personal details using the member Management System in the first instance
6. Your current membership Name Badge must be presented at the time of course or activity attendance. It is not transferable
7. Ticking 'I agree to the Membership Conditions' on UMAS Membership site or the membership form gives Kingston U3A Inc. permission to call a medical attendant or ambulance in case of an emergency
8. Kingston U3A Inc. reserves all rights to film, photo and video classes and activities, and will endeavour to respect members' privacy if known. Kingston U3A Inc. may use photographs and/or videos of members for advertising and/or publicity purposes. If members do not wish for any photographs and/or videos to be used by Kingston U3A Inc. they must make requests known at the time the photo or video is taken
9. Some classes and activities may attract an additional charge to cover extra costs or outlays. This will usually be stated in the course outline on the website
10. Due to the popularity of some classes if a member fails to attend three (3) consecutive classes without a valid reason or is going to be absent for longer than 3 weeks their place may be offered to someone on the waiting list

11. If a member is going to be absent for more than three (3) consecutive course times they must notify the course leader or the office to maintain their place in the class
12. Refunds are not usually available. Please contact Kingston U3A Inc. if you have unusual circumstances
13. Any data collected for Kingston U3A Inc. management activities will be strictly in accordance with Kingston U3A Inc. Privacy Policy
14. Kingston U3A Inc. will use member email address to keep members informed about Kingston U3A Inc. classes and activities, and community news thought to be appropriate
15. Kingston U3A Inc. usual method of communication with members is email
16. Kingston U3A Inc. may provide members with links to other websites and this in no way constitutes an endorsement of those sites or their content and Kingston U3A Inc. has no control over the conduct of the companies or organisations operating those sites
17. Members also agree to any future policies, such as Privacy, approved by the Kingston U3A Inc. Committee of Management

Membership Terms and Conditions Policy DRAFT	Approval Date:	November 2019
	Review Date:	November 2020