



**New Mills and District U3A**  
**Group Leaders' Pack**  
**SECTION 8 - Insurance Information**

**Insurance.**

- a) Most car insurances are valid if members share the cost of petrol when travelling together. However, members are advised to check with their own insurers.
- b) Non-U3A members are not covered by U3A insurance on outings or at meetings.

**Attendance of non-members**

A non-member may attend ONE session per group, at the discretion of the Group Leader, but must complete a disclaimer form first. After the meeting, disclaimer forms should be given to the Secretary who will keep a record to ensure the system is not abused.

Attendance at a group meeting of a visitor who is not a prospective U3A member requires committee approval. It is sufficient for the group leader to obtain permission from one member of the committee. Such visitors must also complete disclaimer forms.

**Accidents**

Should an accident occur during a U3A meeting, the leader should complete an accident report form (indicating the time, place and nature of the accident and any action taken), have it signed by two witnesses and hand the report to the Chair or Secretary who will keep it on file.