

Excessive Heat Policy and Procedures

The Committee of Management (CoM) has a legal Duty of Care under both the *Associations Incorporation Reform Act 2012* and the *Occupational Health and Safety Act 2004 (OH&SA)* to provide a safe and healthy environment for activities and to discharge its Duty of Care with reasonable care and diligence.

PURPOSE

To provide a policy when the health and safety of U3A Bendigo Incorporated members and visitors may be put at risk due to excessive heat conditions.

POLICY:

1. U3A Bendigo indoor activities will be cancelled when the temperature reaches 35° during an activity or where the air-conditioning is not working or there is a loss of power. Indoor exercise programs may be modified by the Convenor during these periods.
2. Outdoor activities will be cancelled when the temperature is forecast to be above 35° Celsius during an outdoor activity, it is recommended the activity be cancelled. On days of Total Fire Ban, all bushwalking activities to be cancelled.
3. In situations where there are Government Health heat warnings advising older citizens to restrict their activities, U3A Bendigo activities may be cancelled.

PROCEDURES:

1. Activity Team is to ensure Convenors are to be informed of this policy.
2. Convenors are to inform members of this policy and encourage members to be aware of predicted temperatures, take care during excessive heat periods and take appropriate precautions.
3. Every endeavour will be made to provide prior advice to members where extreme heat causes the cancellation of activities. However, members are encouraged to make themselves aware of predicted extreme temperatures, be aware of the likely activity cancellations and take precautionary action.
4. Where events may be subject to either heat cancellation or cancellation on reaching a specific temperature, this must be included in class information and/or advertising/promotional materials.

AUTHORISATION:

This Policy was adopted by the U3A Bendigo CoM meeting and minuted as such on 6th December 2021.