



Wentworth Point Probus Club Inc

OUTINGS POLICY

This policy applies to all outings organised by the Probus Club of Wentworth Point Inc.

Risk Management

As a Probus member, it is your responsibility to:

- only participate in activities including walks, outings, tours, etc., where you are physically capable,
- be fully responsible for the state of your health and do all that is necessary to NOT place other participants under stress or duress or put them in danger because of your state of health or your behaviour,
- advise the outing leader immediately should your state of health change,
- carry your health cards with you on all outings.

Probus Insurance

- Probus Personal Accident Insurance covers members and guests for accidents and injury while attending an approved Probus activity. This insurance does not cover illness.
- Guests are covered for accident or injury by Probus Personal Accident Insurance for 3 visits. "Visit" means an outing, activity or a meeting. After 3 visits, prospective members must join Probus or not attend Probus activities.

Approval of Outings

- Each outing must be risk assessed and approved by the Probus Committee. The approval must be minuted and include a reasonable description of the outing.

Registering for an Outing

- Members will receive preference where an outing has limited vacancies. Guests can be invited where there are still spaces available, provided they have not exceeded the 3-visit limit. Members will be advised of the availability of spaces.
- For outings requiring payment, payment must be made as soon as possible after acceptance on the outing has been notified. Payment must be made by electronic transfer to the Wentworth Point Probus bank account. BSB: 032-326, Account: 160019.
- Those on a waiting list will not be required to pay until a place becomes available.
- Where a venue requires payment direct, proof of payment must be supplied to the outing organisers.

Benefits/Refunds



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- Any free-of-charge benefits will be shared equally among all participants. Participants will be advised of any benefits.
- Generally, a refund will not be possible unless a replacement is found. In some cases, a third party holding the booking may issue a refund, but this will depend on the terms of booking or whether a trip/outing is cancelled.
- Refund policies will be advised for each outing where appropriate.

Accidents/Incidents

- A record of members and visitors attending an approved outing, activity or meeting will be maintained and any incidents/accidents/injuries will be recorded.
- For insurance purposes, Accident/Injury/Incident forms will be forwarded to Probus South Pacific Limited as soon as possible after an incident.

Photographs

- The Wentworth Point Probus Club Inc publishes photographs of its outings in its newsletter and on its website. If members do not want their photos published, they must write to the Secretary stating that they do not consent to such publication. Not informing the club of your non-consent will be taken as consent.

Privacy

- All information provided to Probus shall be kept private and confidential within the confines of the Probus Club and shall only be used in the event of an emergency.