

STUDENT SOCIETIES & NON-STUDENTS, PUBLIC LIABILITY INSURANCE

1. No Affiliated Society can have members who are not students or staff at the University of St Andrews.
2. Every member must have paid a membership fee annually and they must be on the list of members which is held by the association at the time of loss. If they aren't on the membership list or haven't paid their membership fee, then they aren't a member and they don't benefit from our insurance. No exceptions.
Only members can be indemnified and the onus would be on us to prove that someone was a member at the time of loss.
3. Any society trainers should have a suitable qualification, experience and/or membership of an official body that sets them apart and makes them suitable to teach others.
Trainers who are members will benefit from public liability cover
Trainers who are non-members **must** carry their own public liability cover; they should also hold membership of a relevant professional body.
The inclusion of a trainer should be included in the risk assessment where the activity justifies one.
4. Non-members (including alumni) may accompany societies on trips & take part in activities if the society wish however any non-member is responsible for their own actions and will not benefit from public liability cover.
5. All society activities must be declared and have appropriate risk assessments, and these must be completed either as part of the affiliation GRA or as an SRA at least 14 days before the event.
Risk assessments must address **all** people who could be injured by the society activity and all of the people under our supervision and control, whether they be members or non-members.

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27/05/20