



# **Group Leader's Handbook**

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- f. In the event of an accident Group Leaders are to complete an Accident Report Form and send it to the Groups Coordinator. If a member of a group requires serious medical attention (eg admission to hospital) group leaders are to inform a member of the Malvern U3A committee of the details as soon as practical.
6. The following information is available from the Malvern U3A website or by application to the Groups Coordinator.
- Advice Sheet – Insurance
  - Accident Report Form

Links to other National U3A advice documentation are also available from the website.