**Cardiff University Students’ Union xxxx Society Widening Access Policy**

**[1]PREAMBLE**

As groups that are run by students, for students, Societies should strive to be accessible to as many students as possible. Societies can stop students feeling isolated and, in extreme cases, can keep students on their course. Often, students facing barriers to participating in Society activities are most vulnerable to feeling isolated and most likely to drop out of their course. Therefore, Society Committees should work to break down barriers to participation in their activities.

This Policy should act as a working document to help Society Committee Members identify the barriers faced by different students and create action points to break down these barriers. Some initiatives may be aimed at breaking down barriers for specific groups of students, such as Erasmus students, student parents and students who do not drink alcohol. Other initiatives may focus on helping individual members with specific needs. Each initiative that you create should be specific to the activities of your Society. It is unreasonable to expect this Policy to remove every barrier from every event; instead, it should help all members get value from their membership, in one way or another.

**[2]REPORTING BARRIERS TO PARTICIPATION**

Individual members are often in the best position to identify barriers that they and others face and make suggestions as to how to break these barriers down. Society Committee Members should encourage members to make suggestions, including through email communications, social media and talking to members at events. Any suggestions from members should then be used to shape the contents of this Policy. That being said, Committee Members should also be proactive in identifying barriers and finding solutions.

**[3]CONTENT TO INCLUDE FOR EACH INITIATIVE**

Use the following structure to form each Initiative.

[3.1]Identify the accessibility issue.

[3.2]Explain why this is an issue. Include any evidence for this.

[3.3]Describe what will be introduced or changed to improve accessibility.

[3.4]Identify who will be responsible for implementing this initiative. Use Committee Positions or roles in the Society rather than individuals’ names.

[3.5]The Society will review this initiative to evaluate its success.

[3.5.1]Describe how the initiative will be reviewed. Include any information you will need to help with this review.

[3.5.2]Identify who will be responsible for reviewing this initiative. Use Committee Positions or roles in the Society rather than individuals’ names.

[3.5.3]The review will be discussed by the Society Committee and, where necessary, improvements will be suggested.

[3.5.3.1]Make a list of improvements.

[3.6]Make note of the current status of the initiative. Is it being implemented, under review, under improvement, etc.?

**[4] POLICY 1**