



COMBINED PROBUS CLUB OF ST HELENA INC.

WELFARE POLICY

This Policy has the aim of ensuring the Committee provides support to members who are unwell and delivers a consistent approach in acknowledging the passing of a member, member's spouse or family member.

The following guidelines are provided to assist Committee Members in the event of illness or death of a member or a member's next of kin.

Where appropriate, the Welfare Officer will contact members who are unwell and present a welfare report at the General Meeting. This will also apply to good news about people's health and recovery. These reports will only be provided with the consent of the member concerned.

Cost of floral tributes to be in accordance with current Standing Resolutions.

Protocol on deaths:

Of a member:

- Floral acknowledgement (hand delivered if possible) and card to next of kin
- Vale in newsletter
- One minute's silence at meeting
- Funeral arrangements to be emailed to all members

Of non-member spouse/partner of a member:

- Floral acknowledgement and card to member
- Announce at meeting in Welfare report, with permission
- Funeral arrangements to be emailed to all members

Of other close family member:

- Floral acknowledgement and card to member
- Funeral arrangements to committee and other relevant members - if not already known
- Announce at meeting in Welfare report, with permission

Of a former member who resigned from ill health:

- Condolences to next of kin
- One minute's silence at meeting
- Funeral arrangements to be emailed to all members