

# **SETTING UP A LOCAL GROUP**

The British Stammering Association complies with the law including the Equality Act 2010 so that no employee, volunteer worker or group member receives less favourable treatment on grounds of race, colour, nationality, religion or other belief, racial or ethnic origins, age, gender, marital status, sexual orientation or disability.

The BSA will only recognise and support local groups or networks which agree to conduct themselves in accordance with the principles of this policy.

All group members, or anyone attending a group, should be aware of the policy, and it is the responsibility of the chair/organiser to ensure that it is dealt with in the induction process for new members.

Group members must feel able to speak with the group chair/organiser about how to deal with any situation arising which they feel conflicts with the equal opportunities policy.

If you are going to keep electronic records – i.e., email addresses of members – you need to ensure you have written and dated permission from members to use this and any other information about them, and that there is a clear path for them to check this information and have the information deleted.

Group members must feel safe in the knowledge that their confidentiality will be respected, regardless of person or subject.

## **AGREEMENT TO ADHERE TO BSA POLICY & PRACTICE**

I accept responsibility for ensuring that any self-help or local stammering group which I am involved in managing, and which seeks BSA recognition and support, abides by protocols on GDPR, Health & Safety, Safeguarding, Equal Opportunities and Confidentiality.

Please tick the box below, sign and date. Keep a copy of this agreement and send your signed form to the BSA.

I have set out details overleaf about the local group which the BSA will use to promote it on the Stamma website and through social media channels.

Signed:.....

Print Name: .....

Date: .....

## LOCAL GROUP DETAILS

Fill in the details of your group below. If these should change, please let us know promptly so we can amend. Please also email us a photo you'd like us to use on our website, as hi-res as you can. If you haven't got one or if members are shy, then maybe send us a photo of a local landmark.

Name of the group:

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Contact:

Your Name

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Email

Mobile

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Social media:

Twitter handle

Facebook details

Instagram

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When and how often do you meet?

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Where do you normally meet? What's the venue?

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Tell us about the group (150 words max): is it self-help/support; formal or social? What do you get up to at a typical meeting - do you talk about how you've been getting on, practise speaking situations, discuss topics, or just meet up for drinks or an activity?

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Email this form to [editor@stamma.org](mailto:editor@stamma.org) or send in the post to:  
BSA, 15 Old Ford Road, London E2 9PJ.

# STAMMA