12/1/23 Forum Notes

1) vocab to use in Brochure : collaborative, friendly group, all contributions welcome, enjoy playing together (i.e. recorders!)
Thought Sally's words "exploring together" excellent.

2) Yes, good idea to have one or even two emails before start of course, e.g. one to introduce self, one to confirm first meeting's topic (e g Book Club might need also to nominate a leader for session 1)
Need to get "bcc" sorted properly. May be a need to check "junk" folder.
For a practical course (e g Tim's "iPad" course) tutor could send a short questionnaire, to determine levels of members' proficiency/experience beforehand

3) Not possible to have "chatting time" before a class in its designated room but no reason why not in foyer area or upstairs.
Ask office to provide more chairs on first floor common area?
Name labels might be a good idea in a class. Important that tutor should master names! And set the "tone" for the class.
Move members to help one another (in a practical class).
Discuss in pairs, thence back to the group.
Bring sandwiches over a lunchtime class.
Invite a visiting speaker once a term to give a "sense of occasion".

4) After course is over, possibly in the following term, some tutors like to keep in touch by zoom with members.
Gatherings suggested were going for coffee or lunch together, picnics, garden parties etc,
Christmas get-together after course finishes in December.
Several venues close to the Bridge Street premises were recommended, e g Cote, Maypole pub, the "Orator" in the Union building, or Wildwood, which offers a very generous discount to U3AC members & will provide a large table.
These places cannot really be publicised in the Handbook but more by word of most - or else a notice beside the volunteers' desk maybe.

Judith Braid