

Introduction

Whilst we expect members to attend weekly, we are aware that sometimes its not possible, this policy provides for the measures required in the event of an absence.

Policy guidelines

Attendance is key - members are required to be punctual and attend on a weekly basis (unless on holiday, attending a medical appointment or for an unforeseen circumstance/emergency)

In the event a member is not able to attend they should arrange for a representative to attend on their behalf.

A representative (substitute) can be one of the following:

- A work colleague or representative from the same business
- A contact of whom the member has an established relationship with who's category does not clash with that of other members

Members can sub at other hubs if requested and may do a 60-second pitch, so long as there is no clash within the hub. Members are to limit subbing to 6 times per year for all hubs. Members may also have two visits per year to other hubs. This includes face to face meeting and virtual meetings.

Please note that failure to attend for 3 meetings in any 6month period (without good reason as detailed above) will result in membership being terminated and the category released