

Accessibility Community Terms of Reference

1. GENERAL

1. These terms of reference are with regard to Lancaster University Students' Union (LUSU) Accessibility Community, a subcommittee of the Union Assembly as defined in the Union Assembly Bye Laws.
2. Amendments to these Terms of Reference shall be ratified by the Accessibility Community.
3. Significant amendments to the terms of reference that alter the fundamental purpose or powers of the Accessibility Community will also be ratified by the Union Assembly.
4. This document shall use the term 'Disabled students' to describe all students with access needs, including those with chronic or mental health conditions, neurodiversity, specific learning difficulties, or any other accessibility requirements. For the removal of doubt: any student who is covered by the definition of disability under the Equality Act 2010¹ and/or is eligible for a Lancaster University Inclusive Learning Support Plan (ILSP) is included. It is essential to recognise that there may be students classified under this definition who do not identify as Disabled for cultural or personal reasons. The choice to use the term 'Disabled' here is in recognition of its use as a "political description of the shared, disabling experience that people with impairments face in society".²

2. PURPOSE

1. The Accessibility Community shall:
 - a. Provide a safe, friendly community for all Disabled students;
 - b. Have the opportunity to initiate, deliver, and collaborate on campaigns;
 - c. Act as the collective representative body for Disabled students at Lancaster.

3. MEMBERSHIP

1. Membership of the Accessibility Community shall be all full and associate members of Lancaster University Students' Union who self-identify as Disabled.

4. EXECUTIVE COMMITTEE

1. The Accessibility Community shall be run by the Accessibility Community Executive Committee, who should collaboratively plan and deliver events, activities, and campaigns for Disabled students and their interests.
2. No student may simultaneously hold more than one position on the Accessibility Community Executive Committee.
3. There shall be one President. The President shall be responsible for supporting the Accessibility Community Executive Committee and shall act as the primary liaison with the Students' Union staff (e.g. booking rooms, submitting updated records of members of the Executive Committee, managing budgets where necessary).

¹ <https://www.gov.uk/definition-of-disability-under-equality-act-2010>

² <https://www.disabilityrightsuk.org/social-model-disability-language>

4. There shall be one Vice-President. The Vice-President shall deputise for the President in their absence and shall support the President in their duties.
5. There shall be one Political Lead. The Political Lead shall sit on Union Assembly and shall act as the primary liaison with the Students' Union Full-Time Officers.
6. There shall be General Executive Members supporting the following areas of work, where some examples are given for illustrative purposes:
 - a. Setup/Practical - moving tables/chairs, transporting equipment such as mugs and bottles of water, carrying and setting up banners for events;
 - b. Media/Digital - designing graphics to advertise events, distributing information and graphics on social media and relevant platforms, monitor social media messages;
 - c. Events/Engagement - planning a schedule of weekly events, being a committed regular presence at events, active engagement with Community spaces online and on campus;
 - d. Campaigns/Political - planning, contributing to, and leading political campaigns on campus and/or online, engaging with relevant LUSU projects and campaigns, working closely with the Political Lead.
7. There shall ordinarily be 7-10 students on the Accessibility Community Executive Committee. This is flexible depending on the capacity, availability, and interest of the Forum and the Executive.

5. **MEETINGS**

1. The Accessibility Community shall ordinarily meet once a week during term time.

6. **ANNUAL MEETING**

1. The Accessibility Community shall hold an Annual Meeting each academic year for the purposes of electing the Accessibility Community Executive Committee.
2. Only members of the Accessibility Community may attend and vote at the meeting, in accordance with 3. *Membership*.

7. **ELECTION**

1. The Accessibility Community Executive Committee shall be elected in the Accessibility Community Annual Meeting in accordance with the Democracy & Elections Bye Law.
2. Only members of the Forum may vote for the Accessibility Community Executive Committee, in accordance with 3. *Membership*.
3. Voting shall take place via a secret ballot at the Annual Meeting.
4. The Accessibility Community Executive Committee may hold additional elections at other meetings during the year where necessary to maintain appropriate capacity. Meetings where elections take place should be appropriately advertised in advance (minimum one week).

8. **SUB-GROUPS**

1. There shall exist the following sub-groups:
 - LASS (Lancaster Autistic Social Society).
2. The sub-groups of the Accessibility Community shall have ownership and autonomy over their leadership and operation.
3. The Accessibility Community Executive Committee should support the sub-groups wherever reasonably requested to do so.

Approved by Accessibility Community:	May 2025
Ratified by Union Assembly:	May 2025