

## **Guild of Pastoral Psychology –Meeting Participant Agreement**

### **(a) Online Zoom Meetings**

Registration for Guild of Pastoral Psychology (the Guild) online meetings is for the named individual only and registration information should not be forwarded to third parties – doing so may hinder your own access, as meeting attendance is by prior registration only. Responsibility for the confidentiality and security of meeting registration information lies with the registrant.

The Guild will be using the Zoom platform for the meeting and this includes a feature that allows audio and any other documents and other materials exchanged or viewed during the session to be recorded. By joining a session, you automatically consent to such recordings. Note that attendees have the possibility to pose questions to the speaker. By asking a question (other than anonymously) you automatically consent to your name, your voice and video (if enabled) being part of the recording. These recordings will not be resold or used for commercial purposes but may be made available to Guild members, and people who attended the meeting, via the Guild website.

Please note that participants in a Zoom meeting (as opposed to a Zoom webinar) are able to see a list of all other participants. Most of our events are webinars but we do occasionally use meetings.

Webinar participation may require you to configure software settings on your web-device upon first use, or require you to download the software. Visit the [Zoom Download Centre<sup>1</sup>](https://zoom.us/download) to download the software manually.

Cancellations received in writing on or before one week ahead of the meeting will be refunded. It is regretted that cancellations after this time will not be refunded. The Guild is not responsible if the registrant has technical difficulty attending the meeting.

At the Guild's sole discretion, we reserve the right to refuse admittance to or expel from the event anyone that we determine is behaving in a manner that could be disruptive to the event or any other attendee.

### **(b) Meetings in Person**

We generally record talks and the question and answer session. By asking a question and/or joining in the discussion you automatically consent to your voice being part of the recording. These recordings will not be resold or used for commercial purposes but may be made available to Guild members, and people who attended the meeting, via the Guild website.

Cancellations received in writing on or before one week ahead of the meeting will be refunded. It is regretted that cancellations after this time will not be refunded.

At the Guild's sole discretion, we reserve the right to refuse admittance to or expel from the event anyone that we determine is behaving in a manner that could be disruptive to the event or any other attendee.

---

<sup>1</sup> <https://zoom.us/download>