

Guild of Pastoral Psychology – Event Participant Agreement

(a) Events Attended Online

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

The Guild will be using the Zoom platform for the event 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 event 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](#)¹ 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 event.

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) Events Attended in Person

We generally make audio or video recordings, both of our talks and of the question and answer sessions which follow them. Some events are also live streamed to a webinar audience. By being present, you automatically consent to being seen and heard by the live, online audience if there is one (see opt out clause below). Recordings of talks (but not their questions and answer sessions) are usually shared with all attendees of the talk in question (whether present online or in-person) and with Guild members generally; we do not currently share them with the wider public. Recordings of question and answer sessions are kept as part of the Guild's archive, but are not shared with attendees, Guild members, or the public.

If you would prefer not to be recorded during the talks there is the option of an opt-out i.e. a specified area in the room where direct recording will not take place. If you wish to be included in that area please let the person recording know prior to the start of the event. **It is your responsibility to ensure you stay within the designated area.** Should you raise a question or engage in conversation then your voice will be heard by both audiences and included in the final recording of the event.

Cancellations:

Cancellation of bookings for single lectures 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.

Cancellations for the Summer Conference 2024 if received in writing: on or before 4th July 2024, 95% of the ticket price will be refunded; between 5th July and 12th July 2024, 75% will be refunded. It is regretted that from 12th July 2024 cancellations will not be refunded but in this case free registration for the webinar event may be available at the Guild's discretion.

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.