

Terms and Conditions of Participation in Discovering Positive Education

1. Organizer

- 1.1 The Discovering Positive Education Training Course (“DPE”) is organized by Bei Shan Tang Foundation and delivered by Bei Shan Tang Foundation and Institute of Positive Education, Geelong Grammar School (referred to hereafter as the “Organizer”).

2. Registration

- 2.1 Participants must study the rules and regulations carefully. Upon submitting a registration, a participant is deemed to have accepted all Terms and Conditions of the DPE, the Official Rules as stipulated and also to those that may be later introduced by the Organizer.
- 2.2 Participants may only register using the provided online registration form.
- 2.3 Registrations are binding and are reviewed in the order in which they are received.
- 2.4 The DPE is open to a limited number of participants, seats are served on a first-come-first-served basis.
- 2.5 The quota for each school or organization is 5 people, priority will be given to principals, teachers, and educators working in the schools in Hong Kong.
- 2.6 The Organizer reserves the right to close the registration any time, whether before or after the registration deadline specified, without prior notification.
- 2.7 Registration is completed only after the payment of the DPE is confirmed and the confirmation email is being issued by the Organizer.
- 2.8 The participant will receive a confirmation email once the registration is complete and successful. Once the registration has been confirmed, there will be no refund for those participants who eventually do not take part in the DPE, for whatever reason.
- 2.9 The Organizer will charge HK\$120 administration fee for any changes after the submission of the registration.

3. Participation

- 3.1 Participation in the DPE is voluntary and at the own risk of participants. Each participant agrees to absolve the Organizer and supporting organizations from any and all liabilities arising from bodily injuries, suffering, accidents, death or other losses during or caused by travelling to and from the venue during the event or whatsoever reason.
- 3.2 The Organizer reserves the right to make changes to the DPE program. If necessary,

changes may be made to its content, method and organization before or during the event.

- 3.3 Any photographs, motion pictures, recordings, and any other media records of this DPE may be used by the Organizer for any legitimate purposes, including any marketing and promotional uses, and/or to be uploaded onto public sites and channels.
- 3.4 Participant agrees that the Organizer owns all rights to the photographs, motion pictures, recordings, or any other media records of this course.
- 3.5 In the event that registered participants do not wish for his/her photographs and/or any other media records of him/her at this event to be used by the Organizer, please inform and provide clear instructions to the Organizer in writing at contact@positiveeducation.org.hk.

4. Substitution and Withdrawal

- 4.1 A registered participant can authorize another individual to attend the DPE as registration in his/her stead. However, registration record will not be changed unless a formal change of registration is submitted, which will incur an administrative cost as specified above.
- 4.2 In case a participant is not able to attend the DPE, the notification of cancellation should be sent to the organizer in due course, prior to the commencement of the DPE.
- 4.3 Participants who are absent without prior notice may be blacklisted and not allowed to register for future training courses and activities organized by the Organizer.
- 4.4 Certificate will be only given to participants who have full attendance during the DPE.

5. Changes and Cancellation of the Course

- 5.1 If Tropical Cyclone Warning Signal No.8 or above or Black Rainstorm Warning Signal is hoisted before 7:00am during the Course day, the Course day will be cancelled for the whole day.
- 5.2 The organizer reserves the right to cancel the Course wholly or in part in case of an insufficient number of participants, program cancellations, organizational reasons, changes of availability of speakers, force majeure or other unforeseeable events that render the execution of the event impossible and/or not worthwhile or that would lead to the organizer incurring unreasonable expenses in executing the event. And claims for liabilities or damages caused by the change or cancellation are excluded.
- 5.3 The organizer reserves the rights to amend the Terms and Conditions without prior notice. All matters and disputes are subject to the final decision of the Organizer.