

TERMS, CONDITIONS, PRIVACY AND CODE OF CONDUCT

ATTENDING ANY COURSE OR EVENT AT THE SCHOOL OF PRACTICAL PHILOSOPHY BRISBANE Inc (School) MEANS YOU AGREE TO THE BELOW TERMS & CONDITIONS AND CODE OF CONDUCT.

TERMS & CONDITIONS

BEHAVIOUR

Any student enrolled in a course is expected to behave in an appropriate manner and to show respect for fellow students. Any student who disrupts a class will be asked to leave the course.

ATTENDANCE AND REFUNDS

REQUEST FOR COURSE FEE REFUND

- Students cannot continue in the Introductory Course if they have not attended one of the first two weeks. In this case, a student is entitled to a full refund less the administration fee (of 10%) or they can defer.
- Students in other groups who need to start later than the first 2 weeks should discuss the viability of this with their tutor.
- If students have paid the Early Bird rate, they are refunded this amount less the administration fee.

CONCESSION & STUDENT FEES

The School offers various levels of concession on the full fee amount to people who receive an aged pension, a veteran's pension, are registered unemployed or are studying full time. In order to receive the discounted rate, students must show their concession card or current full-time student ID at the time of enrolment or day of first attendance at a course. From time to time some courses are offered at a reduced fee for all. Where the fee charged is less than the full standard fee amount there is no concession offered.

CURRENCY AND CREDIT CARDS

All transactions conducted on this site are in Australian Dollars. We accept Visa and Mastercard only. We do not accept Amex.

DEFERRAL OF FEES

All deferrals are at the discretion of the Treasurer. For any further queries please contact info@philosophy.org.au

EVENT TICKETS

Refunds, exchanges and replacements:

The School will only offer a refund or exchange of a ticket if an event, talk, dinner or any special occasion is cancelled or rescheduled. The School does not offer refunds or exchanges as a result of a change in your personal circumstances or your inability to attend due to outside circumstances e.g. changes to public transport. Refunds for non-attendance are not provided.

For any further queries, please contact info@philosophy.org.au

PRIVACY

The School respects the privacy of individuals and protects personal information. Personal information means any information about you from which your identity is apparent or can reasonably be established.

You have the option of whether to provide personal information or to remain anonymous. If you prefer that we not collect your personal information, please do not submit or provide it. Please note however that we may not be able to fully provide our educational services to you or respond to you if you choose not to provide personal information.

The School:

- only collects personal information from you which is necessary for providing educational services to you and to meeting our legal obligations.
- takes reasonable steps to ensure that you know why we are collecting your personal information, what we use it for, and how you can access it to ensure its accuracy.
- will safeguard your personal information in compliance with the National Privacy Principles contained in the Australian Privacy Act 1988 (Cth) (Privacy Act) and other privacy laws that we are bound by.

CODE OF CONDUCT

The Code of Conduct (Code) provides clear expectations as to acceptable standards of behaviour and is implemented to ensure the prevention of injury within the premises from which the activities are conducted.

1. All students of the School have health and safety duties to:
 - (i) take reasonable care for their own health and safety.

(ii) take reasonable care to ensure they don't affect the health and safety of other people, for example, students or members of the public they may encounter or be assisting at the School.

(iii) comply as they are reasonably able to, with any reasonable instruction that is given to them by delegates of the School.

(iv) co-operate with any reasonable policy or procedure that the School has provided to them.

2. Essentially what is reasonable care and what is expected of students is what a reasonable person would do in the circumstances having regard to their knowledge, their role, their skills and the resources available to them, the information they have, and the consequences to health and safety of a failure to act appropriately in the circumstances.
3. All students in the School are expected to treat all people with fairness, dignity, respect, courtesy, and without discrimination. Discrimination means treating someone unfairly or less favourably than another person or group because of a characteristic specified under anti-discrimination or human rights legislation.

Discrimination is against the law. Amongst other things, it is unlawful to discriminate against people on the grounds of:

- Age
- Disability (physical, intellectual, psychiatric, learning and sensory)
- Religion

4. Every student has the right to freedom of speech.
5. Every student has the right to receive services of the School in a manner consistent with this document.
6. All participants in the School are expected to uphold its objectives and any other rules with regard to the health and safety of others and to perform their roles honestly, conscientiously and with integrity.
7. Students are to report any behaviour that they suspect does not meet this Code; or where their own health and safety or the health and safety of another is, or is potentially, at risk.

A copy of the Terms, Conditions and Code of Conduct is located in the library for review.