



LSA FALMOUTH UNIVERSITY CONFERENCE 2022 TERMS AND CONDITIONS

The booking of a ticket for the LSA 2022 conference at Falmouth University from Tuesday 12 – Thursday 14 July 2022 is regarded as acceptance of our Terms and Conditions.

These Terms and Conditions of booking and the cancellation and refunds policy (together, the “Conditions”) shall apply to the LSA 2022 Conference (“we”, “our” or “us”) and made available to the participant (“you” or “your”).

Cancellation Policy

Conference attendees must confirm in writing if they no longer wish to attend. No refund will be given if the participant has not informed the organisers of the cancellation in writing prior to the event. Please contact the conference organisers at cbs@falmouth.ac.uk to cancel your place.

Cancellation fees will apply as follows:

- Up to 8 weeks prior to the start of the Conference (16 May) – full refund
- Between 8 and 4 weeks (17 May – 11 June) – 30% of total charge
- Between 4 and 3 weeks (12 June 20 June) – 50% of total charge
- Less than 3 weeks prior to the start date (from 21 June) – no refund

No refund will be made for non-attendance.

The University reserves the right to cancel any booking or event due to circumstances beyond the University’s reasonable control. In such event, any payment will be refunded in full. We shall endeavour to contact you to notify you of any changes.

Code of Conduct

To ensure that everyone taking part in the Conference has a rewarding and enjoyable time, we ask you to agree to and abide by the following code of conduct. The breach of any rule stated below may result in the restriction / cancellation of your attendance.

- The LSA 2022 conference takes place in the Academy of Music and Theatre Arts (AMATA) at Falmouth University, Penryn Campus. You will be expected to adhere to AMATA’s Health & Safety regulations and to follow any emergency procedure, such as a fire drill, as

directed by the venue staff. A full risk assessment has been carried out and is available upon request.

- Any damage to property, equipment and rooms will be charged to the participant.
- All events and activities that take place in AMATA work through mutual respect. Inappropriate or intimidating behaviour towards another participant or member of campus staff will result in cancellation of place at the conference.

Promotional materials

At the discretion of the University and the LSA, photographs or videos may be taken of the participants at the conference. We reserve the right, unless we are advised to the contrary in writing, to use these photographs or video clips as part of future LSA or Falmouth University promotional materials.

The Event

Upon payment of the ticket, you shall be entitled to:

- Participate fully in the event programme including evening social events based on campus (if any) for the day(s) you have booked. You will also be given online access to the LSA Echo Event. Participation in some elements of an Event programme may be subject to session capacity and an additional cost.
- Tea / coffee and water throughout the day
- Free wi-fi at the event venue
- A delegate pack on arrival

You acknowledge and agree that you are responsible for arranging and paying for your own travel and other expenses connected with attending an Event.

Accommodation and catering will be provided in line with your ticket selection. Ticket holders without accommodation included can book campus accommodation at <https://cornwall-plus.co.uk/stay/accommodation/>.

Data Policy

We need to hold information you provide to us for administrative and operational purposes. Summary information, which may include personal information such as contact details, will be provided by us to the event staff. Personal information you provide may also be made available to organisations involved in administering, organising the Event.

You hereby consent to the processing, disclosure and transfer of your personal information for the purposes described above.

Warranties and Liability

Whilst we shall use reasonable skill and care with regards to organising and providing the Event, we do not guarantee that you will receive any particular outcome or results in respect of your attendance at the event.

Under no circumstances shall our liability to you arising out of or in connection with these Conditions exceed the total amount payable by you to us in respect of the ticket fee. For the avoidance of doubt, our liability to you shall not extend to any indirect or consequential loss or damage suffered or incurred by you.

Notwithstanding the above, we do not exclude or limit our liability for:

- personal injury (including sickness and death) to the extent that such injury results from the negligence or wilful default of us or our employees; or
- fraud or fraudulent misrepresentation; or
- any breach of any obligations implied by section 12 of the Sale of Goods Act 1979 or section 2 of the Supply of Goods and Services Act 1982; or
- any other liability to the extent the same cannot be excluded or limited by law.

COVID

COVID event attendance information will be released to all ticket holders 2 weeks prior to the event start date, and in line with government guidance.

It is possible that we will recommend that you take a Lateral Flow Test (LFT) no more than 24 hours before travelling to LSA 2022.

It is possible that we will recommend the wearing of a mask whenever you are indoors, or in a crowded space outdoors. We will supply masks on arrival. If you have a medical exemption, please bring this with you to the event and share on your exemption certificate on arrival.

We recognise that personal situations differ, therefore, if you are unable to follow these guidelines either before or during the conference, please feel free to contact us at cbs@falmouth.ac.uk. We're happy to listen to your concerns.

The safety of the conference community is our priority so please adhere to the guidelines when they are confirmed and distributed.

If you are travelling to the conference from outside the UK, please follow travel guidance issued by your own country of departure, and the UK government <https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19#:~:text=Before%20you%20travel%20to%20England%20you%20must%3A,before%20you%20arrive%20in%20England>

General

We reserve the right to vary the Event programme at any time.

Where a discounted ticket fee is claimed we reserve the right to confirm eligibility.

We are not responsible for the views or opinions expressed by speakers, sponsors, or other participants.

If performance of our obligations as set out in these Conditions shall be delayed by a Force Majeure Event, then we shall have the right to suspend without liability further performance of our obligations until such time as the cause of delay shall no longer be present.

For the purposes of these Conditions, a Force Majeure Event shall mean an event beyond our reasonable control including but not limited to strikes, lock-outs or other industrial disputes (whether involving a parties workforce or any other party), failure of a subcontractor to perform, failure of a utility service or transport network, power failure, telecommunication failure or internet failure, act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, fire, flood, storm.