

Academy Learning

Terms and Conditions for Conference Bookings and Online Learning Courses

Academy Learning Overview

Academy Learning values education as an end in itself. We run Masterclass days for students and teachers, both face-to-face in venues across the UK, Australia, and New Zealand, as well as online activities, offering a connected and critical overview of big ideas. Our events are supported by several British universities, including the University of Oxford (through the IRC), Cambridge University, and the University of Aberdeen, and are delivered by top academics and experienced teachers from across the UK.

What We Provide

1. **Masterclass Study Days:** We conduct Masterclass study days for students at various venues across the UK, Australia, and New Zealand, promoting intellectual curiosity and balanced academic arguments.
2. **In-House School Events:** We provide in-house events for schools and keynote speakers for school events, such as speech days and public lectures.
3. **Interactive Online Courses:** We offer interactive online courses for flexible learning.
4. **Teacher Training and Professional Development (PD):** We provide teacher training and PD events.

How to Find Out About Events

Details of our events can be found in emails circulated to schools and on the Academy Learning website: <https://academylearning.com>. For organizing in-house events, please contact our office.

How to Apply for Places

Applications can be made online using the booking procedure on our website, ensuring that you have read and agreed to the terms and conditions. Manual requests can be made via email (headoffice@academy-ltd.com) or telephone (07979524277). The following information is required for manual bookings:

- Name, role, email address, and telephone number of the applicant.
- Name, role, email address, and telephone number of the primary attendee.
- Number of places required (staff and students).
- School name and postal address.

- School's finance officer's contact details.
- Purchase order number if required.
- Confirmation that you have read and agreed to the terms and conditions.

Online bookings should be paid online at the time of booking. If you do not receive an acknowledgment within 7 days, please check your spam folder and contact the office.

Booking & Payment Process

We strongly prefer payment at the time of booking via PayPal, bank transfer, cheque or credit card. Remittance advice should include the invoice number, school name, and conference venue/course ID. If immediate payment is not possible, we can issue an invoice, but payment must be completed promptly to confirm your booking. Please inform us of any payment delays so we can keep you informed about availability. Changes to invoices after issuance may attract an administration fee.

Early Bird Discount: We offer some early bird discounts for those who book and pay before a specified date. Details are available on our website and brochure. Payment after the early bird deadline will result in the invoice reverting to the full fees.

Late Payment Penalties: Payments not received by the due date will incur a late fee of £50/\$100. Additional late fees of £25/\$50 will be applied for every subsequent 7 days of non-payment.

We reserve the right to refuse entry if payment is not recorded. An additional fee of £50/\$100 may be charged for post-conference settlement of invoices. Continued late payment will result in an additional fee of £25/\$50 for every subsequent 7 days of non-payment.

Changes to Your Booking

- **Adding Students:** Can be done free of charge if places are available. Call or email the office to confirm availability. Payment must be completed before attending the event.
- **Removing Students:** Reductions and cancellations must be in writing and may incur charges:
 - **3 months or more:** No charge.
 - **28 days - 3 months:** £50/\$100 administration fee.
 - **15-28 days:** 50% of the fee plus a £50/\$100 administration fee.
 - **1-14 days:** Full invoice amount.

Early Bird Tickets: Non-transferable and non-refundable.

Online Courses: No refunds once logins are issued.

Cancellation of an Event

If we cancel an event, you will be notified and given the option to transfer to another event or receive a full refund. We recommend schools take out appropriate insurance for unforeseen circumstances.

Sponsorship

We offer sponsorship for students who face financial challenges. Contact our office for more details.

Logistics/Guidance for Events

General arrangements, including times, venues, and refreshment details, are available on our brochures and website. Joining instructions are distributed the week before the event. Teachers should inform us of any specific needs, such as dietary requirements or access arrangements, in advance.

Online Courses Additional Information

- Bookings generate an invoice for your finance department. Credentials are issued once payment clears.
- **Content Sharing Agreement:** The content is licensed for use by registered teachers and students only. Unauthorised use may result in account termination and damages.
- **Warranty and Liability:** We do not guarantee the accuracy or suitability of the information on our website and exclude liability for any inaccuracies or errors. Use of the website is at your own risk.
- **Intellectual Property:** Reproduction of materials on our website is prohibited without prior approval.
- **Account Termination:** Unauthorised use may result in account termination.
- **Linked Websites:** We are not responsible for content on linked websites.
- **Login Details:** Non-transferable and for single-user use only.
- **Content Quality and Technical Issues:** We are not liable for technical issues or losses incurred from using our website.
- See annex 1. *Content Sharing Agreement* for more details.

By agreeing to these terms and conditions, you indemnify Academy Conferences Ltd from responsibility for cancellations caused by circumstances beyond our control.

Contact Us: For any queries please contact our office via email or phone.

Online Content Sharing Agreement

- Academy Conferences retains all copyright, intellectual property, all other rights, title and interest in and to its content. Subject to the terms of this agreement Academy Conferences grants the licensee an exclusive license for the contract period purchased for the number of teachers and students purchased. The license does not include permission to share information outside of the group of students for whom the license is purchased. The licensee shall not edit, modify, use, copy, transmit, display or redistribute the Licensor Content. The licensee may not copy any material which appears on the Licensor Platform without prior written approval. Any infringement may result in damages against the user and account termination.
- We can suspend or terminate your account on the Academy Conferences learning platform at any time for any reason (acting reasonably of course) for breach of these terms or unreasonable use.
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- From time to time this website may also include links to other websites or posted content. These links are provided for your convenience to provide further information. They do not signify that we endorse the websites. We have no responsibility for the content of the linked websites and have no control over and accept no liability in respect of materials, products or services available on any website which is not under the control of Academy Conferences.
- Login details are non-transferable and each may be held and used by a single named user.
- You may not post, upload, download, display or otherwise make available content from the site.
- Academy Learning waives liability as to content quality, technical difficulties, and other contingencies. Every effort is made to keep the website up and running

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