

## TRAINING ATTENDANCE CONDITIONS

### 1. GENERAL

Please direct all enquiries to [training@childrenfirst.asn.au](mailto:training@childrenfirst.asn.au).

### 2. REGISTRATION

Participants must purchase a ticket to attend a Children First Training session via our website [childrenfirst.asn.au/professional-development](https://childrenfirst.asn.au/professional-development) which will direct you to Eventbrite.

Your registration includes:

- Entry into the Children First Training session
- Training by a qualified facilitator
- Morning tea, lunch and afternoon tea when specified for **full day sessions**

### 3. PARTICIPANTS

Participants must be over 18 to attend.

### 4. PAYMENT OF REGISTRATION FEE & PROCESSING METHODS

Children First Training accepts payment of your registration fee by credit card via the Eventbrite website. The registration fee is payable in one transaction.

If you cannot pay by credit card, please email [training@childrenfirst.asn.au](mailto:training@childrenfirst.asn.au).

The cut-off time for registration is noted on Eventbrite for each Training course listed.

Once registration and payment has been accepted, a confirmation email will be sent via Eventbrite confirming your registration.

Please bring a copy of your receipt to the Training session – either on your phone or printed, as this will be required to sign in to the Training session.

### 5. CANCELLATIONS

Cancellations are accepted as per the Eventbrite ticket information. You may cancel up to one week prior to the event to receive a full refund. If you cancel after this time, no refund will be issued.

Tickets are transferrable to another party if you cannot attend – please email [training@childrenfirst.asn.au](mailto:training@childrenfirst.asn.au) with the details and ensure they bring a copy of the Eventbrite receipt to the event.

### 6. PHOTOGRAPHY AND VIDEOTAPING/AUDIOTAPING

By attending a Children First Training event, you authorise Children First and our parent company, Growing Potential Ltd., to use your picture in print and/or video production for any purpose both print and online. For copyright reasons, no video or voice recordings of any Children First training sessions are permitted under any circumstances. Still photography is permitted.

### 7. PROTOCOL

While participating at any Children First Training session, you are required to be respectful to others. If inappropriate behaviour is reported to any member of staff, then the parties involved will be asked to leave.

**Children First Training** | A service of Growing Potential Ltd.

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**Our Service** | Providing quality professional development courses, training and workshops for educators in the sector.