



WOMEN'S FEDERATION
FOR WORLD PEACE AUSTRALIA

ACNC Registered Charity | ABN: 13 449 348 528

WFWP Australia Participant Agreement, Code of Conduct & Terms of Participation

Effective Date: 01/07/2026

These Terms & Conditions apply to all programs, events, workshops, conferences, mentoring, leadership programs, Relationship Enrichment Programs, Youth Council activities, volunteer activities, online learning and other initiatives conducted by Women's Federation for World Peace Australia (WFWP Australia), whether delivered online or in person.

1. About Our Programs

WFWP Australia's courses, programs, and projects are designed to strengthen communication, relationships, family wellbeing and heart-centred leadership. They provide practical knowledge, skills and opportunities for personal growth in a respectful and supportive learning environment.

2. Educational Purpose

WFWP Australia delivers leadership development, relationship education, mentoring, youth initiatives, conferences, community engagement, volunteer programs and international development activities that strengthen individuals, families and communities.

Our programs are educational in nature and are not intended to provide psychological, psychiatric, legal, financial or medical advice. Participation in a program does not establish a counselling, therapeutic or clinical relationship with WFWP Australia or its facilitators.

If you or your partner are experiencing significant relationship difficulties, family violence, mental health concerns or other serious personal issues, we encourage you to seek assistance from an appropriately qualified professional or relevant support service.

3. Participant Responsibilities

Participants agree to:

- treat facilitators and fellow participants with dignity, courtesy and respect;

 National Office: 42-46 Bartley Road, Belgrave Heights VIC 3160, Australia

 (03) 5968 2664  E-mail: contact@wfwpaustralia.org  Website: www.wfwpaustralia.org



-
- contribute to creating a safe, welcoming and inclusive learning environment;
 - participate voluntarily and share only information they feel comfortable disclosing;
 - respect differing viewpoints and experiences;
 - maintain the confidentiality of other participants;
 - behave respectfully towards all participants, volunteers and staff;
 - contribute to a safe and inclusive environment;
 - comply with WFWP Australia's values and Code of Conduct;
 - follow reasonable directions from facilitators;
 - respect the privacy and confidentiality of others; and
 - comply with any reasonable directions provided by facilitators.

WFWP Australia reserves the right to remove any participant whose behaviour is disruptive, abusive, discriminatory or inconsistent with these principles.

4. Confidentiality

Relationship Enrichment Programs encourage open discussion and mutual learning.

Participants agree to respect the privacy of others by not sharing, recording or reproducing personal information disclosed by another participant during any workshop, discussion or online session without that person's express permission.

While WFWP Australia promotes confidentiality, it cannot guarantee that all participants will maintain confidentiality. Participants should therefore exercise their own judgement regarding the personal information they choose to share.

Facilitators may disclose information where required by law or where there is a serious concern for the safety or wellbeing of an individual.

5. Online Participation and Digital Conduct

Where programs are delivered online:

- participants are responsible for ensuring they have a suitable internet connection and device;
- participants should join from a private location where conversations cannot easily be overheard;
- participants should not record any part of a session unless prior written permission has been provided by WFWP Australia;



-
- participants agree to communicate respectfully in online meetings, discussion groups, messaging platforms and social media associated with WFWP Australia; and
 - WFWP Australia is not responsible for interruptions caused by internet outages or technical issues beyond its reasonable control.

6. Photography, Video and Media Consent

WFWP Australia may photograph, film or record its programs, events and activities for educational, promotional, reporting and historical purposes.

Participants will be advised when photography or filming is taking place. By participating in a WFWP Australia activity, participants consent to the use of photographs or recordings in WFWP Australia's publications, website, newsletters, annual reports, grant reporting and social media, unless they advise WFWP Australia in advance that they do not wish to be photographed or recorded.

WFWP Australia will make every reasonable effort to respect such requests.

7. Session Recordings

Sessions will only be recorded where participants have been advised in advance.

Where recordings are made, participants will be informed of the purpose of the recording and any required consent will be obtained before recording commences.

8. Fees, Cancellations and Refunds

Program fees (if applicable) are payable upon registration unless otherwise advised. Where registration fees apply, participants agree to pay fees in accordance with the published registration information.

This also covers free events.

Where a participant is unable to attend, WFWP Australia should be notified as soon as practicable.

Refunds, transfers or credits will be considered in accordance with WFWP Australia's published cancellation policy or at the organisation's discretion where exceptional circumstances apply.



If WFWP Australia cancels or reschedules a program, participants will be offered an alternative date, program credit or refund where appropriate.

9. Privacy

Personal information collected through registrations and participation will be managed in accordance with the WFWP Australia Privacy Policy.

By registering for a program, participants consent to the collection and use of their personal information for administering the program and communicating relevant information.

10. Intellectual Property

All program materials, presentations, manuals, videos, worksheets and other resources remain the intellectual property of WFWP Australia unless otherwise stated.

Program materials are provided for personal learning only and may not be copied, reproduced, distributed, published or used for commercial purposes without prior written permission.

WFWP Australia values the creation and sharing of educational resources to advance its charitable mission. Unless otherwise stated, all program materials, publications, presentations, manuals, workbooks, videos, recordings, graphics, logos, photographs, digital resources, website content and other materials provided by or on behalf of WFWP Australia remain the intellectual property of WFWP Australia or the relevant copyright owner.

Participants may use these materials for their own personal learning and participation in WFWP Australia activities.

Participants must not, without the prior written permission of WFWP Australia:

- copy, reproduce, modify or distribute program materials;
- publish or share materials on websites or social media;
- record, livestream or reproduce workshops, presentations or online sessions (unless expressly authorised);
- use WFWP Australia's name, logo or branding in a manner that suggests endorsement or affiliation; or
- use WFWP Australia materials for commercial purposes.



WOMEN'S FEDERATION
FOR WORLD PEACE AUSTRALIA

ACNC Registered Charity | ABN: 13 449 348 528

Where participants create materials or share ideas during workshops or collaborative activities, they retain ownership of their own original work. By voluntarily submitting articles, photographs, testimonials, case studies or other content to WFWP Australia for publication or promotional purposes, participants grant WFWP Australia a non-exclusive, royalty-free licence to use, reproduce, publish and adapt that content for its charitable, educational and promotional activities, unless otherwise agreed in writing.

11. Limitation of Liability

To the extent permitted by law, WFWP Australia, its employees, volunteers and facilitators are not liable for any loss, injury, damage or expense arising from participation in a Relationship Enrichment Program, except where liability cannot be excluded under Australian law.

Participants remain responsible for their own decisions, actions and wellbeing throughout and following participation in any program.

12. Changes to These Terms

WFWP Australia may update these Terms & Conditions from time to time. The current version will be published on our website and will apply to future program registrations.

Optional Communications & Promotional Consent

Please indicate your preferences by ticking the boxes below. You can check multiple boxes.

☐ **Testimonials** – I consent to WFWP Australia using my written or verbal testimonial, feedback or evaluation comments for educational, promotional, fundraising and reporting purposes. I understand that my testimonial may be edited for clarity without changing its meaning and may be published in newsletters, annual reports, grant applications, promotional materials, the WFWP Australia website and social media.

☐ **Photography and Video** – I consent to WFWP Australia photographing or recording me during programs or events and using these images or recordings for educational, promotional, fundraising and reporting purposes, including on its website, newsletters, annual reports and social media.

🌐 National Office: 42-46 Bartley Road, Belgrave Heights VIC 3160, Australia

☎ (03) 5968 2664 ✉ E-mail: contact@wfwpaaustralia.org 🌐 Website: www.wfwpaaustralia.org



WOMEN'S FEDERATION
FOR WORLD PEACE AUSTRALIA

ACNC Registered Charity | ABN: 13 449 348 528

-
- ☐ **First Name Only** – I consent to WFWP Australia identifying me by my first name only when publishing my testimonial.
- ☐ **Full Name** – I consent to WFWP Australia identifying me by my full name when publishing my testimonial.
- ☐ **Anonymous Testimonial** – I prefer that my testimonial be published without my name or identifying details.

Participant Agreement – signature required

Participant Declaration

By signing this Agreement, I confirm that I have:

- ☐ Read and understood this Participant Agreement.
- ☐ Read and understood the WFWP Australia Privacy Policy.
- ☐ Read and understood the WFWP Australia Participant Terms & Conditions.
- ☐ Had the opportunity to ask questions about the program or activity before participating.
- ☐ Agree to contribute to a safe, respectful, inclusive and heart-centred learning environment.
- ☐ Agree to respect the privacy and confidentiality of other participants.
- ☐ Understand that WFWP Australia's courses, programs and projects are educational and community-based in nature and are not a substitute for professional medical, psychological, legal or financial advice.

 National Office: 42-46 Bartley Road, Belgrave Heights VIC 3160, Australia

 (03) 5968 2664  E-mail: contact@wfwpaustralia.org  Website: www.wfwpaustralia.org



WOMEN'S FEDERATION
FOR WORLD PEACE AUSTRALIA

ACNC Registered Charity | ABN: 13 449 348 528

☐ Agree to comply with the expectations outlined in this Agreement and with any reasonable directions provided by WFWP Australia staff, facilitators and volunteers.

I acknowledge that WFWP Australia is committed to providing a safe, respectful and inclusive environment for all participants. I understand that behaviour that is unsafe, abusive, discriminatory, harassing, disruptive or inconsistent with WFWP Australia's values may result in my participation being suspended or terminated.

Participant Details

Participant Name: _____

Program / Event / Activity: _____

Organisation (if applicable): _____

Signature: _____

Date: _____

Parent / Guardian Consent (Participants Under 18 Years)

I confirm that I am the parent or legal guardian of the participant named above. I have read and understood this Participant Agreement and consent to their participation in the WFWP Australia program or activity.

Parent / Guardian Name: _____

Relationship to Participant: _____

Signature: _____

Date: _____



WOMEN'S FEDERATION
FOR WORLD PEACE AUSTRALIA

ACNC Registered Charity | ABN: 13 449 348 528

Emergency Contact (Optional where appropriate)

Emergency Contact Name: _____

Relationship: _____

Phone: _____

Contact our National Office

Women's Federation for World Peace Australia

Email: contact@wfwpaustralia.org

Website: www.wfwpaustralia.org

 National Office: 42-46 Bartley Road, Belgrave Heights VIC 3160, Australia

 (03) 5968 2664  E-mail: contact@wfwpaustralia.org  Website: www.wfwpaustralia.org