

Keep Australia Beautiful NSW EnviroMentors Program Terms and Conditions



By engaging the EnviroMentors Program, it is agreed the following terms and conditions are read and understood.

The Keep Australia Beautiful Council (NSW) Inc. is referred to as 'KABNSW' in this document.

Bookings and Cancellations

1. Due to unforeseen circumstances, KABNSW reserves the right to cancel scheduled EnviroMentors workshops at up to 14 days notice. KABNSW will endeavour to reschedule the workshop(s) and if unable to, KABNSW will deduct/refund the relevant funds from the invoice.
2. If a school cancels their allocated date up to 14 days prior, KABNSW will endeavour to reschedule the workshop(s) but will not refund/deduct the funds from the invoice.
3. If KABNSW receives a signed quote to conduct environmental education and is unable to fill the quote with the required registrations then the shortfall will be deducted from the final invoice. Where there is the demand for more education days, KABNSW will request an extension of the booking.
4. All registered schools will be scheduled on a first serve basis.

Intellectual Property

1. Much of KABNSW EnviroMentors materials, information, resource kits and displays have been developed by KABNSW who reserve the right to protect this material, information, resources and displays.
2. The EnviroMentors program is a registered trademark and KABNSW reserves the right for exclusive use.
3. The KABNSW logo and EnviroMentors logo may only be used in association with program bookings and requires written authority and approval from KABNSW for all use.
4. After written consent from KABNSW, some EnviroMentors materials may be used by participating councils for the benefit of their community. Prior written consent must be granted by KABNSW for all photos, video and recordings which might take place. Appropriate KABNSW EnviroMentors program acknowledgement must be given in all cases.

Privacy

1. All information collected by KABNSW in relation to the EnviroMentors program will not be shared with a third party unless prior consent is given.
2. KABNSW conducts a mandatory working with children check on all EnviroMentors educators. A successful check is a condition of employment.
3. Clients are required to contact EnviroMentors educator to advise of an intended visit to observe a workshop.

Reporting

1. KABNSW will not share client's reports with a third party without prior consent. All information and views expressed in these reports are those of the individual educator, except where the sender specifically states them to be the views of the organisation. All reports will be disseminated within 6 weeks after a booking is complete.
2. KABNSW will compile one report per booking, including occasions where bookings are fragmented.

Distribution of Client Materials

1. KABNSW has received negative feedback from schools when distributing significant quantities of materials to each student on behalf of our clients. Recipients have stated that this behaviour provides mixed waste minimisation messages. KABNSW supports a low waste philosophy and we prefer not to distribute materials in large quantities for each child attending our workshops.
2. If a client requests KABNSW to distribute materials, we would prefer these materials to be electronic, web based, or in such a format or package which isn't contributing to the waste stream.
3. Alternatively, clients are required to deliver materials to the educator at a mutually convenient time and place: usually a school which is participating in the program.

Additional requests to our standard service agreement

1. Our comprehensive, all inclusive environmental education package for councils, ROC's and other host organisations incurs a daily fee. Therefore, additional requests (from our clients) beyond the inclusions of our service agreement will incur an additional charge to cover the extra time involved.
2. These charges will be at a discounted client cost of \$60/hour + GST for every hour of additional work. When these circumstances arise, KABNSW will communicate them to the client and state how many additional hours of work are needed. This additional figure will be added onto the final invoice.