



# **KCL Law Society**

## **Terms and Conditions for Events**

*As drafted and approved by the Executive Committee of the KCL Law Society, and as amended  
from time to time.*

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## **Preface**

The Terms and Conditions listed herein outline the conduct by which the KCL Law Society Committee (the “**Committee**”) expects all members and attendees at all events (regardless of whether it is a social or career event, online or in-person, or any other variation) (collectively, the “**Events**”) to abide by. It contains the Attendance, Non-Attendance, and Harassment and Conduct Policies (collectively, the “**KCLLS Terms and Conditions**”). The KCLLS Terms and Conditions are to be read in its entirety and as a single document, and no part is to be interpreted free from each other section.

This document applies universally to all KCL Law Society (“**KCLLS**”) Events, except where expressly stated. This document is subject to change at the discretion of the Committee, as agreed from time to time.

By coming to any KCLLS Event, the member or attendee agrees to comply with the KCLLS Terms and Conditions or otherwise face the consequences as applicable in each applicable section or clause. The member or attendee agrees that all decisions reached by the Committee are final and cannot be contested.

## **Attendance Policy**

1. **Attendance and Registration Guidelines.** By attending any KCLLS Event, the member or attendee will:
  - 1.1. Bring a valid government ID for Events that are for those aged 18 and above; and
  - 1.2. Produce their KCL Student ID and event ticket; and
  - 1.3. If registration is required, register for all relevant Events using their KCL email address.
  - 1.4. The Committee bears no responsibility if the member or attendee is turned away at an Event for non-compliance of Clause 1.1. The Committee, where appropriate, defers all judgment to the relevant management at each venue.
  - 1.5. Clause 1.2 is to be read in conjunction with, and is subject to, Clause 5.
  - 1.6. All Events, unless explicitly stated, will require registration in line with Clause 1.3.
2. **Sale of Tickets.** Students who have purchased a ticket for any Event must buy the correct ticket type. Non-members must purchase non-member tickets.
  - 2.1. This can be circumvented if prior agreement has been reached with the Committee, and the member or attendee has provided a guarantee that they will purchase their membership within a given reasonable timeframe. The application of Clause 2.1 is at the full discretion of the Committee.
  - 2.2. Subject to Clause 2.1, if a non-member is found to have purchased a member ticket, it will be refunded and they will not be allowed to attend the Event unless remedied (a) as set out in Clause 2.1, or (b) the right ticket type is repurchased.
    - 2.2.1. Clause 2.2 applies to the extent where a ticket is found to be wrongfully purchased 48 hours or more before the Event. Should it be within 48 hours, please refer to Clauses 2.4 and 10.5.
    - 2.2.2. It is at the Committee's discretion on when the checks for ticket type are carried out.

- 2.3. Members may purchase non-member tickets at non-member prices if member tickets are sold out.
- 2.4. Failure to comply with the entirety of Clause 2 may result in a maximum penalty of immediate ban.
- 3. **Resale of Tickets.** Resale of tickets is allowed, provided that the reselling member or attendee ensures that:
  - 3.1. The person buying the ticket from the reselling member complies with the ticket type, as listed in Clause 2.
    - 3.1.1. For clarification, members are only able to sell to other members; and
    - 3.1.2. Non-members are able to sell to non-members or members, provided that the purchasing member is willing to pay non-member prices.
  - 3.2. Clause 3 also applies to free Events. The transfer of a ticket to another member must be compliant with the aforementioned rules.
  - 3.3. The penalty for not-complying with Clause 3 is the application of Clauses 2.4 and 10.5, depending on the severity of the issue, on either the reselling person, or the buying person, or both.
- 4. **Closure of Ticket Sales.** Ticket sales close 24 hours prior to the Event with no exceptions, or once tickets sell out. Subject to tickets becoming available in the latter scenario, provided it is not within 24 hours prior to the Event, ticket sales may be reopened.
- 5. **Non-KCL Students.**
  - 5.1. Non-KCL students are not allowed at any Events.
    - 5.1.1. If the person in question is unable to produce proof that they are a KCL student, they will be turned away at the Event. The Committee has full discretion on whether the proof supplied is sufficient.
  - 5.2. Members and attendees are prohibited from inviting students in other universities to participate in any Event. This includes, but is not limited to, buying tickets on

their behalf or gaining them entry in any other way. The disallowed person(s), and, subject to the severity of the issue, the offending attendee, will be removed from the Event.

6. **Refunds.** Refunds will be issued on a case by case basis.
  - 6.1. Please contact the Admin Officer to explore any available options.
  - 6.2. Except under exceptional circumstances listed in Clause 11, refunds will not be issued if it is requested 48 hours or less to the Event.
7. **Inappropriate Behaviour.** If a member or attendee is suspected to have behaved inappropriately at any Event, serious action will be taken against them (please refer to the Harassment and Conduct Policy).

## **Non-Attendance Policy**

8. **Application.** This section, together with Clauses 1.3 and 1.6, applies to non-attendance at all Events where registration is required.
9. **Withdrawing Attendance.** Members or attendees who have signed up for an Event will not be penalised for non-attendance if they notify the Committee at least 48 hours in advance.
  - 9.1. Students should notify the Committee by e-mail to the designated email address, and, if they registered via a designated online platform, unregister from the Event using the designated online platform. It is the member or attendee's obligation to ensure that the Committee is aware of their non-attendance.
10. **Warning Strikes and Bans.** Members and attendees who:
  - 10.1. Do not attend an Event without notifying the Committee at least 48 hours in advance, will be given a warning strike.
  - 10.2. Do not attend an Event without notifying the Committee at least 48 hours in advance for the second time will be banned from all Events for up to nine months, or the end of the academic year, whichever is later, regardless of their membership status.
  - 10.3. Have signed up for an Event but are on the waiting list, if available, will not be penalised for non-attendance or cancellation if done so within 48 hours.
  - 10.4. Have signed up to a Competition or Debate will not be penalised for non-attendance if they notify the Committee at least 48 hours in advance.
    - 10.4.1. Failure to do so will result in an immediate ban.
  - 10.5. Have purchased a wrong event ticket type, and if applicable, is not remedied within the given timeframe, may be subject to a maximum penalty of an immediate ban.

11. **Exceptions.** A valid reason for not complying to the 48 hour rule as set out in Clauses 6, 9 and 10 encompasses unforeseen circumstances beyond the student's control.
  - 11.1. Most commonly, a valid reason will be, but is not limited to, illness verified by a doctor's note.
  - 11.2. It is in the Committee's absolute discretion to determine whether or not the non-attending student has provided a valid reason for non-attendance.
    - 11.2.1. In reaching this conclusion, the Committee will take into account, amongst other things:
      - 11.2.1.1. The nature of the member or attendee's circumstances;
      - 11.2.1.2. Whether the student notified the Committee as soon as reasonably practicable;
      - 11.2.1.3. Whether the unforeseen nature of the circumstances meant that the student could not be reasonably expected to have notified the Committee more than 48 hours in advance; and/or
      - 11.2.1.4. Whether reasonable attempt has been made to find a replacement member or attendee.



## **Harassment and Conduct Policy**

12. **KCLLS Stance.** The KCLLS has a zero-tolerance policy for harassment.
13. **Definitions.**
  - 13.1. Harassment includes, but is not limited to, verbal, mental, physical, and/or sexual behavior that makes any individual feel uncomfortable.
  - 13.2. Tampering with a person's food or beverage, including, but not limited to, adulterating or contaminating said food or beverage, regardless of consent or knowledge.
14. **Consequences of Harassment.** If a member or attendee is suspected to have behaved inappropriately at any Event as described in Clause 13, an investigation will be launched. If evidence gathered strongly suggests, beyond reasonable doubt, that they have participated in such behaviour, they face a maximum penalty of being prohibited from attending and participating in all future Events indefinitely. The penalty issued in each case is considered on a case by case basis.
  - 14.1. Subject to the victim's approval, the case may be escalated to higher authorities including, but not limited to, King's College London, and/or the police. Depending on the result of this investigation, the offending member or attendee's penalty is subject to change.
  - 14.2. The Committee bears no liability for imposing a penalty on a member or attendee if they are later found to not be guilty of the offence. The Committee maintains the stance to create a safe space for all members and attendees, and would prefer to err on the side of caution.
  - 14.3. The Committee retains full discretion on such matters as described in Clause 14.
15. **Points of Contact.** All cases of harassment can and should be reported to the Executive Committee (President, Vice-President, Careers Officer, Treasurer) to discuss the situation or file a complaint.

16. **Privacy.** Any reported incidence of harassment will remain private and confidential, except where it is being escalated to a higher authority. The case will then be subject to that authority's privacy terms.