

The T&C below relate to Taoist and other workshops where payment is taken in advance. For treatments at Optima Health, missed appointments or cancellations with less than 24 hours notice will incur a 50% cancellation fee. There is no charge for deciding not to attend a drop-in class eg Wednesday Tai Chi classes, but any of these classes paid for in advance will not be refunded or transferred.

Taoist Workshop Terms & Conditions

NB: Registering, booking, paying or otherwise joining a workshop signifies that you have read and understood the information provided about the course, and have read, understood and agreed to these Terms & Conditions. 'I' and 'me' refers to Liz Kendall throughout. 'You' refers to the person or persons paying for and attending the workshop (including both people where a person's place is being paid for by another). 'Workshop' refers to any workshop or class involving your participation.

Is this right for you? Physical and mental health considerations, and your responsibilities.

While Taoist Meditation, Qigong and Tai Chi have many benefits, I am not offering them as an alternative to primary healthcare or as treatment for medical/physical or mental health/psychological/emotional conditions. During meditation emotions, memories and thoughts may arise. If you are experiencing mental or emotional health issues please consult your GP about whether meditation will suit you at this time.

It is your responsibility to ensure that you are fit enough, well enough, mentally/psychologically/emotionally capable enough to attend the workshop and follow the instructions. This responsibility extends after the completion of the workshop when undertaking individual practice of what is learned.

The workshops and classes can involve: standing exercise; seated, standing, and lying down meditation; group teaching and discussion. It is your responsibility to ensure that you are able to participate, respecting the boundaries of others and communicating your own boundaries and requirements. Any behaviour which is disruptive to the group or is not in alignment with the conditions outlined in this Terms & Conditions document could result in you being asked to leave and no refund will be given in that case. It is your responsibility to inform me if you experience any difficulty or discomfort during the workshop.

You must inform me when booking of any allergies (especially food as people may bring packed lunches) along with any physical or mental health/psychological/emotional conditions that could affect your participation or your interaction with others. Please contact me before booking to discuss any conditions, concerns or questions.

Preparation, travel and arrival.

I will confirm in advance by email the workshop address details including car parking, start and end times, planned lunch and break information (times may vary slightly on the day

due to the nature of the work). I will also send by email a list of what you need to bring with you to the workshop. It is your responsibility to read these emails thoroughly (check your spam/junk folder) and arrive on time with everything you have been asked to bring. Please check travel arrangements in advance and close to the time, as public transport and road conditions are subject to change.

The workshops are non-residential, so if you require overnight accommodation you must arrange this in advance, including transport between your accommodation and the venue.

Your possessions are your responsibility. I and the venue take no responsibility for your possessions or your vehicle. Be mindful of your own possessions and respectful of others'.

Boundaries, consent and confidentiality.

During discussions workshop participants may share personal information or stories, and it is your responsibility to respect their privacy and confidentiality as they will be expected to respect yours.

Video, voice recording and photography of workshop content is not permitted. Some exceptions may be possible, but must be discussed with me. Sharing the workshop content or course material is not permitted. I may invite you to be part of a group photograph to share on my website and social media, so please tell me at the time if you do not wish to be in the photograph. If you take photographs or video at break times, even outside the venue, you must ask permission of the people in the photograph or video (or ask me if the photograph or video is of the workshop space) before sharing it on social media or distributing it in any way.

The main focus of the workshops is on your individual experience so please keep your attention within your own mind and body during meditations and exercises. If you think that anyone is experiencing difficulty please bring it to my attention without disturbing the group. Do not intrude on the meditation or movement of another.

There will be times when workshop participation involves physical contact, eg joining hands, testing Qigong structures, Push hands or other exercises involving physical contact. It is your responsibility to communicate with me and with your partner(s) in the exercise your boundaries regarding touch, physical proximity or other boundaries and to respect the boundaries of others.

All workshops are fully-clothed and there is no sexual contact.

Privacy policy.

In order to complete your order and provide you with information about the workshop or other class, and to communicate with you regarding any changes, I will need to take note of your information relevant to your booking, including but not limited to your name, address, email address and telephone number. I keep these details for tax and insurance purposes

and they are stored under reasonable safety. Your details will not be sold or shared. If you agree to join my mailing list when I ask you then you will receive occasional emails about the workshops, classes, treatments and other events I offer. You may unsubscribe from this mailing list at any time by requesting this from me via email or telephone.

Payments and refunds.

Payment for Taoist workshops is by bank transfer (BACS) or cheque in advance (allowing time for the cheque to clear). Deposits are not refundable and fees are not transferable to another course or another person.

Cancellations must be made directly to me by both telephone and email, and repeated if you do not receive a reply within 24 hours. No refund will be given if you cancel or withdraw less than 10 days before the workshop, on the start date, or at any time after the start date. If you cancel between 30 days and 10 days before the start date you may claim 35% refund, less £97 and less the full cost of completed pre-requisites if part of a combination discount offer. If you cancel more than 30 days before the start date you may claim 70% refund, less £97 and less the full cost of completed pre-requisites if part of a combination discount offer.

If you wish to insure the cost of your workshop, possessions, travel and other expenses it is your responsibility to arrange this.

If I cancel a workshop or class that you have paid for in advance I will offer to transfer this to another workshop or to refund your payment.