

## Regulations of the Scientific Conference “Child Pedagogy”

### I. General Provisions

1. The provisions of these Regulations apply to all Conference Participants. The Regulations define the conditions of participation in the Conference, organizational rules, and payment terms.
2. The Conference is organized by the **Jan Amos Comenius University of Applied Sciences in Leszno**, with its registered office in Leszno, Poland.
3. The following terms used in these Regulations shall have the following meanings:
  - a) **Regulations** – these Conference Regulations;
  - b) **Organizer** – Jan Amos Comenius University of Applied Sciences in Leszno, ul. Mickiewicza 5, 64-100 Leszno, Poland, Tax Identification Number (NIP): 697-19-81-908, Statistical Number (REGON): 411123351;
  - c) **Conference** – the conference entitled “*Child Pedagogy*” (Leszno, 19–20 November 2026);
  - d) **Participant** – a natural person attending the Conference after prior registration via the registration form available on the University website;
  - e) **Ordering Party** – a natural person, legal entity, or organizational unit without legal personality that has legal capacity under applicable law, which delegates a Participant to attend the Conference and covers the Participant’s Conference fee;
  - f) **Website** – the website of the University of Applied Sciences in Leszno available at [www.ansleszno.pl](http://www.ansleszno.pl);
  - g) The provisions of these Regulations constitute an integral part of the Conference registration and are binding upon all Participants;
  - h) Submission of a registration form to the Organizer constitutes acceptance of these Regulations by both the Ordering Party and the Participant;
  - i) The Organizer shall make every reasonable effort to ensure that the Conference is conducted in accordance with its published description.

### II. Conditions of Participation

1. Registration must be completed via the registration form available on the Website.



2. Each Participant must register personally for participation in the Conference.
3. The agreement between the Ordering Party and the Organizer is concluded on the date the Organizer receives the registration.
4. Payment must be made in accordance with the procedure described in Section IV of these Regulations.
5. The Organizer reserves the right to withdraw from the agreement with the Ordering Party within 10 business days from the date of registration if the number of registered Participants exceeds the planned capacity or if the Participants delegated by the Ordering Party do not meet the participation requirements. The order of registration shall be determined by the date on which payment is credited to the Organizer's bank account.
6. The Organizer reserves the right to cancel the Conference at any time and refund the full participation fee to the Ordering Parties if the Conference cannot be held due to circumstances beyond the Organizer's control. In such a case, the Ordering Parties shall not be entitled to any compensation claims against the Organizer.
7. The Organizer may grant permission for participation to a person who does not meet the standard participation requirements. Persons interested in this possibility should submit a written request to the Organizer. All requests will be reviewed no later than 7 days before the Conference. The Organizer reserves the right to refuse participation without providing reasons.

### **III. Conference Rules**

1. Registration for participation in the Conference closes 7 days before the Conference begins or when the list of Participants is closed. Information about the closing of registration will be published on the Website without undue delay.
2. Participants are required to provide accurate information in the registration form. Providing incorrect data may prevent registration for sessions, debates, and presentations held during the Conference.
3. The Organizer determines the Conference program and reserves the right to make changes, including on the day of the Conference. This includes changes to the schedule and the order of presentations. Changes to the program shall not constitute grounds for any claims against the Organizer.
4. The Ordering Party shall bear full responsibility for any damage caused by themselves or by Participants delegated by them to facilities used in connection with the Conference.
5. The Organizer shall not be liable for Participants' belongings that may be lost, damaged, or stolen during the Conference.
6. The Organizer does not permit professional audio or video recording during lectures, seminars, workshops, or any artistic performances that may be included in the Conference program published on the Website.

#### IV. Payment Terms and Conditions

1. Payment shall be made exclusively by bank transfer. Fees should be transferred to the following account:

**Account Number:** 68114011240000444222001002

#### Jan Amos Comenius University of Applied Sciences in Leszno

ul. Mickiewicza 5

64-100 Leszno, Poland

NIP: 697-19-81-908

2. The Conference participation fee is specified on the Website and covers only the services expressly listed there.
3. The Organizer reserves the right to grant discounts on participation fees under terms separate from those specified in these Regulations.
4. Upon request of the Ordering Party, the Organizer shall issue a VAT invoice documenting the Conference participation fee, based on the details provided in the registration form.

#### V. Cancellation of Participation

1. Cancellation of participation by the Ordering Party may only be made by sending an e-mail to: **pedagogika-dziecka@ansleszno.pl** informing the Organizer of the cancellation. The message should include the full name of the Ordering Party and/or Participant(s).
2. Substitution of a Participant delegated by the Ordering Party is permitted, provided that the Organizer is notified by e-mail at **pedagogika-dziecka@ansleszno.pl** no later than 7 days before the Conference.
3. Cancellation submitted on or before **8 November 2026** shall not incur any costs for the Ordering Party, and any advance payment shall be refunded in full within 7 days from the date of submission of the cancellation notice.
4. In the event of cancellation after that date, the Organizer shall retain or deduct an administrative fee amounting to **100% of the Conference participation fee**.

#### VI. Protection of Personal Data and Image Rights

1. The **Jan Amos Comenius University of Applied Sciences in Leszno** is the controller of Participants' personal data. Detailed information regarding the processing of personal data is provided in the Personal Data Processing Information Notice constituting **Appendix No. 1** to these Regulations.
2. For the purpose of preparing Conference documentation, Participants consent to the use of their image in photographs and video recordings made during the Conference, particularly during lectures, seminars, and accompanying events. These materials will



**Jan Amos Komeński  
STATE UNIVERSITY  
OF APPLIED SCIENCES  
in Leszno**

be used solely for the professional promotion of the Conference and its future editions.

3. Participants acknowledge that the Organizer may publish personal data of speakers and presenters in informational materials, announcements, and publications related to the Conference, including in particular their name, academic or professional title, and institutional affiliation.
4. Participants acknowledge that the Organizer may prepare personalized identification badges containing the following information: first name, surname, position, and institution/organization name.

## **VII. Final Provisions**

The Organizer reserves the right to amend these Regulations, provided that the Ordering Party is notified of any changes by e-mail sent to the address provided in the registration form. Should the Ordering Party not accept the amendments, they shall have the right to withdraw from the agreement and receive a full refund of any advance payment made.

**Appendix:** GDPR Information Clause (Personal Data Processing Notice).