

Club Charter Exchangee Club Charter of Membership

We (as members) were exchanged to and from very different cultures and countries the world over. This was facilitated by a wide range of diverse organisations, offering various exchange formats. While each and every exchange is as unique as a fingerprint, we are all connected by that uniqueness. We all become citizens of the world.

We value the internationality of life. We learned to be open-minded. We came to develop an appetite for exploration and discovery into not only places, but the people within those places. We learned to cooperate in new ways and participate in the cultural richness of our 'second home'. We came to truly appreciate the sentiment that "*it's not better or worse, it's just different*".

Although all members were exchanged through an exchange organisation, the Exchangee Club has no affiliation with any of those organisations, whether actual or implied.

This Club Charter exists to support the purpose of the Exchangee Club. The Club Charter is to be read in conjunction with the Terms and Conditions of Membership and the Privacy Policy.

Purpose

- I. To create an exclusive online international community of people who have been youth exchange students.
- II. To create a community in which people can reconnect, reminisce and reignite that spark of global citizenship; by:
 - (a) sharing stories of the unique life experience that is youth exchange;
 - (b) celebrate the experiences;
 - (c) continue to 'debrief' the experience through connection, networking and through opportunities to meet around the world.
 - (d) participating as much or as little as they wish and on their own terms; but with the knowledge that there will be opportunities to make a difference.

Terms and Conditions for Membership in the Exchangee Club

These Terms and Conditions ("T&Cs") govern your membership in the Exchangee Club ("the Club," "we," or "our"). By becoming a member, you agree to abide by these T&Cs, as well as any other policies or guidelines established by the Club. Please read this document carefully before completing your membership application.

1. Eligibility for Membership

- Membership is only open to individuals who meet the criteria set forth by the Club. These criteria include, but are not necessarily limited to:
 - a. A person applying for membership must be able to demonstrate that they were in fact, a youth exchange student.
 - b. For the purposes of the Club, 'youth exchange student' is defined as a person who has completed a period of 'exchange', not less than three (3) months duration, in which they:
 - i. Travelled abroad from their usual country of citizenship, to another country pursuant to a recognised student exchange program; and
 - ii. Lived with a recognised host/homestay family in that other country; and
 - iii. Attended a recognised educational facility (school) in that other country.
 - c. Evidence of exchange may be required and could include such things as:

- i. a letter/certificate issued by the organisation that facilitated the exchange;
 - ii. a student ID from the host educational facility;
 - iii. a statement from another person (other exchange student, host parent etc) who can attest to you being on exchange.
- The Organization reserves the right to approve or deny membership based on eligibility criteria, availability of resources, or other considerations.

2. Application and Membership Fees

- To become a member, you must complete the registration process and if requested, submit any required supporting evidence.
- To become a member, you must also pay the applicable annual membership fees.
- Membership fees are non-refundable (unless otherwise specified, such as in the event of membership denial or other extenuating circumstances).
- Membership fees are subject to change. The Club will provide prior notice of any fee changes and continued membership will constitute acceptance of the updated fees.
- Membership fees will automatically renew on the anniversary of the first membership fee paid.

3. Membership Benefits

- As a member of the Club, you may be entitled to certain benefits, including but not limited to:
 - Access to exclusive content
 - Access to resources
 - Ability to create and share original content
 - Participation in global networking opportunities
 - Access to Club merchandise

4. Member Responsibilities

By becoming a member of the Club, you agree to:

- Comply with all policies, procedures, and rules set forth by the Club, including the Code of Conduct, Privacy Policy, and any other documents that govern membership.
- Notify the Club of any changes to your contact information, including email, phone number, and address, to ensure you receive important updates.
- Respect the rights of other members, staff, and any stakeholders of the Club, and foster a positive, inclusive environment.
- Maintain the confidentiality of any sensitive or proprietary information shared within the Club.

5. Termination or Suspension of Membership

The Club reserves the right to suspend or terminate your membership if you:

- Fail to comply with the Terms and Conditions or any other policies of the Club.
- Engage in behaviour that is deemed harmful, disruptive, or detrimental to the reputation of the Club or its members.
- Violate the Code of Conduct, including engaging in discriminatory or unlawful behaviour, harassment, or abuse of any kind.
- Provide false or misleading information during the membership application process or at any time during your membership.
- Fail to pay membership fees as required.

If your membership is terminated or suspended, you *may* be entitled to either a full or a partial refund of membership fees, at the sole discretion of the Club.

6. Privacy and Data Protection

- By becoming a member, you consent to the collection, storage, and use of your personal information in accordance with the Club's Privacy Policy.

- The Club will take reasonable steps to protect your personal data and ensure it is only used for purposes related to your membership, including communication, event management, and the provision of services.
- You agree to notify the Club of any changes to your personal data so that the information we hold remains accurate.

7. Intellectual Property

- As a member, you acknowledge that all intellectual property rights related to the Club's materials, content, logos, and trademarks are owned by the Club.
- You agree not to use, copy, or distribute any materials owned by the Club, unless expressly authorised in writing. This includes publications, presentations, online content, and any proprietary resources provided to you as a member.
- You retain ownership of any original content you contribute to the Club (e.g., articles, presentations, and other member-created materials), but you grant the Club a non-exclusive, worldwide, royalty-free license to use, distribute, and display your content in connection with its activities.

8. Member Conduct

- Members are expected to conduct themselves in a professional and respectful manner when participating in the Club's events, online platforms, and activities.
- Discrimination, harassment, or any form of offensive behaviour will not be tolerated, and any member found engaging in such conduct may have their membership suspended or terminated.
- Members are encouraged to report any violations of the Code of Conduct or other misconduct to the Club's administrators.

9. Limitation of Liability

- The Club will not be liable for any damages, losses, or injuries arising from participation in any of its events, activities, or programs, except where such liability cannot be excluded by law.
- Members participate in the Club and the Club's activities at their own risk. The Club will not be held responsible for any personal injury, loss, or damage to property incurred during participation in events or programs.

10. Dispute Resolution

- In the event of a dispute between a member and the Club, the parties will make reasonable efforts to resolve the issue amicably through informal discussions or mediation.

11. Amendments to the Terms and Conditions

- The Club reserves the right to modify or update these T&Cs at any time. Members will be notified of any significant changes, and continued membership will signify acceptance of the updated terms.
- It is the responsibility of the member to periodically review these T&Cs to stay informed of any changes.

12. Governing Law

- These T&Cs are governed by and construed in accordance with the laws of Queensland (Australia) and members submit to the exclusive jurisdiction of the laws of that State.
- Any legal actions or proceedings arising under or in connection with these T&Cs or otherwise arising from membership of the Club, must be brought in the competent courts of Queensland.
- These T&Cs may be pleaded as a complete bar to any action brought in any jurisdiction outside of the State of Queensland in Australia.

Code of Conduct the Exchangee Club Membership

As a member of the Exchangee Club (“the Club”) you are expected to uphold the highest standards of integrity, decency, and respect for others. The following Code of Conduct outlines the values, responsibilities, and behaviours that are required of all members to ensure a positive, inclusive, and ethical environment. By adhering to this Code, members contribute to the success and reputation of the Club.

1. Respect and Decency
 - Treat all members, staff, volunteers, and other stakeholders with dignity and respect.
 - Communicate openly and honestly, but politely, in fostering an environment of collaboration and understanding.
 - Refrain from any form of discrimination, harassment, or offensive behaviour based on race, gender, age, religion, disability, sexual orientation, or any other protected characteristic.
2. Integrity and Accountability
 - Conduct all activities related to the Club with honesty and transparency.
 - Be accountable for your actions.
3. Compliance with Laws and Policies
 - Comply with all relevant laws, regulations, and guidelines that apply to the Club's activities.
 - Abide by the Club's T&Cs.
4. Confidentiality
 - Respect the confidentiality of sensitive information, whether personal, financial, or organisational, that you may come across during your membership.
 - Do not disclose confidential information to unauthorised individuals or entities, both during and after your membership.
5. Commitment to the Club's Purpose
 - Actively contribute to the Club's goals and purpose in a positive and constructive manner.
 - Support the Club's programs and initiatives through participation, advocacy, and positive engagement, where you feel capable and willing to do so.
6. Health, Safety, and Well-being
 - Ensure that your actions do not harm the physical, mental, or emotional well-being of others.
 - Comply with all health and safety regulations in relation to the organisation's events, activities, or facilities.
7. Respect for Diversity and Inclusion
 - Promote an inclusive and diverse environment where all individuals feel valued, heard, and supported.
 - Actively work to eliminate discrimination and bias in all forms within the organisation.

Breach of Code of Conduct

Members are expected to adhere to this Code of Conduct at all times. Any violation of these principles may lead to suspension or termination of membership in accordance with the T&Cs of the Club.

8. Reporting Violations

- If you witness or experience a violation of this Code (or of the T&Cs), you are encouraged to report the incident to the Club's administration. Reports will be handled confidentially and investigated thoroughly.
- Retaliation against anyone who reports a violation in good faith will not be tolerated and will itself be considered a breach of this Code.

9. Disciplinary Process

- In the event of a breach of this Code of Conduct, the Club will assess the situation based on the nature, severity, and context of the violation.
- The following actions may be taken, depending on the circumstances:
 - Verbal or written warning: For minor violations, a member may be issued a warning.
 - Suspension: In cases of repeated or more serious breaches, the member may be temporarily suspended from membership.
 - Termination of Membership: For severe violations, or in cases of repeated misconduct despite warnings, the member's membership may be terminated. Grounds for termination include, but are not limited to:
 - Serious breaches of integrity, such as fraud or dishonesty.
 - Engaging in discriminatory or abusive behaviour.
 - Violating the Club's policies in a manner that jeopardises its reputation or functioning.
 - Engaging in illegal activities that undermine the purpose or safety of the Club.
- In all cases, the member will be given an opportunity to respond to any allegations before a final decision is made regarding action.

10. Appeal Process

- If a member disagrees with a decision regarding a violation of this Code of Conduct (or of the T&Cs) they may appeal the decision by submitting a written request to the administration of the Club, within seven (7) days of the decision. The appeal will be reviewed, and the member will be notified of the final outcome.
- The review decision will be final.

Privacy Policy for the Exchangee Club Membership

At the Exchangee Club ("the Club"), we are committed to maintaining the privacy, confidentiality, and security of all personal and sensitive information entrusted to us by our members. This Privacy Policy outlines how we collect, use, protect, and share information, as well as the rights of our members concerning their personal data.

By becoming a member of the Club, you agree to comply with this Privacy Policy. It is our priority to create and maintain a safe and respectful environment for all members while ensuring the highest standards of privacy.

1. Collection of Personal Information

We collect personal information only when necessary to facilitate membership and participation in the Club's activities. This may include, but is not limited to:

- Full name
- Contact information (address, email, phone number)
- Membership history and participation details
- Payment history
- Professional background or relevant qualifications

We will only collect personal information that is necessary for the legitimate operations and purposes of the Club. Members are encouraged to provide accurate and up-to-date information.

2. Use of Personal Information

Your personal information may be used for the following purposes:

- Communicating with you regarding membership updates, events, or activities.
- Managing your membership account, including renewals, payments, and participation.
- Providing you with information on programs, services, or benefits you may be eligible for.
- Ensuring compliance with our Club policies.

We will not use your personal information for marketing purposes unless you have explicitly consented to receive such communications.

3. Confidentiality and Non-Disclosure

- Confidential Information: As a member, you may have access to confidential information related to the Club's operations, other members, or proprietary materials. You are expected to maintain the confidentiality of such information and not to disclose it to any third parties without prior authorisation from the Club. Confidential information should only be used for the purpose for which it was disclosed and must not be shared in any manner that could harm the interests of the Club or its members.
- Member Information: We take our responsibility to protect the personal details of our members seriously. We will not share, sell, or disclose any member's personal information to third parties without their prior written consent, except where required by law or for purposes directly related to membership administration and management.
- Non-Disclosure Agreement: By becoming a member, you agree not to disclose any proprietary or sensitive materials provided by the Club to external parties, and you agree to take reasonable steps to protect such information from unauthorised access.

4. Copyright and Intellectual Property

- Respect for Copyright: You agree not to infringe upon the copyright or intellectual property rights of any third party in any activities associated with your membership in the Club. This includes, but is not limited to, using copyrighted materials without appropriate permission or license, whether in communications, presentations, or any other form of publication or dissemination related to the organization.
- Ownership of Club Materials: Any content, publications, or intellectual property created by the Club for the purposes of communication or membership engagement remains the property of the organisation. You are not authorised to reproduce, distribute, or use such content outside the scope of your membership or without prior written consent.

5. Member Consent for Data Sharing

- Sharing Member Information: We will not disclose any personal information about a member to other members or external parties without the member's express prior written consent. This includes, but is not limited to, the member's contact details, participation history, or other personal information.
- Exceptions: In certain situations, such as compliance with legal obligations or when disclosure is necessary to protect the safety or security of others, we may be required to disclose member information without consent. In such cases, we will make reasonable efforts to inform the member of the disclosure, unless prohibited by law.

6. Data Protection and Security

We implement appropriate physical, technical, and organisational measures to protect your personal data from unauthorised access, loss, or disclosure. These measures include:

- Secure storage of data.
- Access control policies to limit access to sensitive information.
- Encryption of sensitive communications where applicable.

We will take all reasonable steps to ensure that your data is processed securely and that any third parties we may engage with to process your data comply with similar data protection standards.

7. Retention of Personal Data

We will retain your personal data only for as long as necessary for the purposes for which it was collected and to fulfill our legal and operational obligations. Once your personal data is no longer required, it will be securely deleted or anonymized.

8. Member Rights

As a member, you have the right to:

- Access the personal data we hold about you.
- Request corrections to your personal information if it is inaccurate or incomplete.
- Request the deletion of your personal data, subject to certain conditions and legal requirements.
- Withdraw consent for certain uses of your data, such as receiving communications, without affecting the lawfulness of processing based on consent before its withdrawal.
- Object to or request restrictions on the processing of your personal data in certain circumstances.

If you wish to exercise any of these rights or have any questions about your personal data, please contact administration.

9. Changes to the Privacy Policy

The Club reserves the right to modify or update this Privacy Policy at any time. Any changes will be communicated to members through appropriate channels, such as email or notifications on our website. Continued membership will constitute acceptance of any updated policy.