

Events Policy

*of the European Federation of Psychology Students'
Associations (EFPSA)*

For approval at the May E-Voting 2019



What is EFPSA?

The European Federation of Psychology Students' Associations (EFPSA) was established in 1987, at the first International Congress of Psychology Students in Portugal. EFPSA represents a highly diverse network of psychology students working on a voluntary basis by and for psychology students of Europe. The Federation currently consists of over 32 Member Organisations and two Observer Organisation. Currently EFPSA organises twelve Events across Europe. Additionally, EFPSA hosts several online resources and runs its own training service, fully-reviewed, open-access Journal and makes a positive impact on society through our social impact campaigns. Altogether, EFPSA has positioned itself to provide psychology students with unique and exciting opportunities for academic, professional and personal development. In accordance with its Mission, Vision and Values, EFPSA continues to expand its presence and visibility within student communities, refine its activities and develop a portfolio of opportunities and membership for European psychology students with the aim of improving psychology and society, providing the opportunity for academic and social exchange while working towards improving psychology students' experiences.

Purpose

This document aims to provide an overview of policies that EFPSA holds in regard to its Events. While all our Events are different, there are certain characteristics and features that we aim to ensure remaining common to them all. All Organising Committees¹ of EFPSA Events, as well as participants, volunteers, guests and speakers within the Events, must abide by this policy.

¹ *The Organising Committee is a team of people who oversee organising the event. The functions of the committee include marketing, financial and administration management, as well as coordinating the Scientific and the social Programme.*

EFPSA Events

Congress

The annual EFPSA Congress is a weeklong Event which gathers over 300 psychology students, academics and researchers from across Europe. It is composed of a diverse Scientific Programme and a social Programme.

Conference

The EFPSA Conference is a biennial, four day long Event and places an emphasis on its Scientific Programme.

European Summer School

During this seven-day Event students immerse themselves into a Programme of intercultural research where they can join a 12-month research project. This is the first step to join the Junior Researcher Programme!

EFPSA Academy

The EFPSA Academy aims to bring together volunteers of European youth NGOs to enable them to develop professionally, establish networks, heighten their motivation and share experiences, while equipping them with a variety of skills and knowledge concerning a specific core topic. It lasts three days, in a city that is quickly accessible to reach from many places.

EFPSA Day

The aim of this one-day Event is to spread the word about EFPSA all over Europe. Presentations, workshops and other activities connected with EFPSA take place in many universities on the same day in order to make as many students as possible familiar with EFPSA.

Train the Trainers

The Train the Trainers (TtT) is an annual eight-day Event featuring experiential and non-formal education aimed at providing its twelve participants with insights and tutoring on a broad set of skills and knowledge about delivering training and information. Upon completion of set

requirements, the TtT graduates may be invited to apply to join the EFPSA Trainers' Pool – a supportive environment for furthering training skills and experiences.

Train Advanced Trainers

EFPSA's Train Advanced Trainers (TAT) is an eight-day Event. This is the only EFPSA Event that is open to non-psychology students and externals. The TAT is designed for up to 25-30 experienced trainers from various NGOs and offers an opportunity to further develop training skills within a specific topic.

Trainers' Meeting

EFPSA Trainers' Meeting (TRAM) is a three to four-day low budget Event aimed at trainers' education, organised by EFPSA Trainers.

Trainers' Conference

EFPSA Trainers' Conference (TraC) is an Event aimed to gather EFPSA Trainers in order to discuss several topics regarding the training world within EFPSA and in general. The number of participants, the duration and the timing of the Event is flexible, and it can change every mandate.

Joint Executive Board and Member Representatives Meeting

The annual Joint Executive Board & Member Representatives' Meeting (Joint EB & MR Meeting) is attended by individuals who are active members within the EFPSA Working Community. This meeting is a unique occasion when EFPSA sets aside online communication as it convenes for a week of internal meetings and intense work.

Board of Management² Meeting(s)

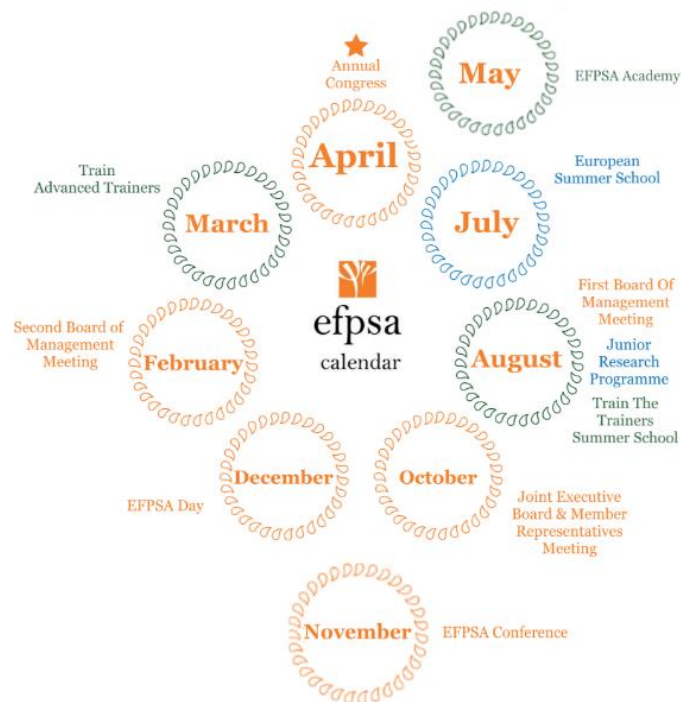
The Board of Management Meeting(s) is a fundamental component in terms of EFPSA's administration and working practices in order to evaluate the work of the Federation, develop

² The Board of Management (BM) is a team of eight individuals responsible for maintaining the ethos of EFPSA and providing foundations for the organisation's growth and contributing toward the strategic, long term, development of EFPSA in order to meet the needs and interests of European psychology students. The Board of Management providing oversight and support to all teams and activities of the Federation and work on various common projects in order to reach EFPSA's goals.

ideas in order to facilitate this work and contribute to the improvement and sustainability of EFPSA.

Junior Researcher Programme

The EFPSA Junior Researcher Programme (JRP) is an EFPSA Service, consisting of a twelve-month research Programme that involves students, PhD and postdoctoral researchers and established academics.



Participants' Consent

All participants should be informed about and agree with the terms of EFPSA's Privacy Policy. Event Organising Committees should collect participants' signed consent about rules stated by Event organisers (including damage liability, personal health responsibility, etc.) and about the usage of audio and/or visual material of them for EFPSA promotional purposes. If someone would like to be excluded from promotional materials, they should inform the Organising Committee so they can take this into consideration. Additionally, the Organising Committees must handle personal information coming from the application forms with integrity and make sure that this

information remains private. It is important to follow the laws of the country hosting the Event as well. All rules will be printed out in the booklet or handed to the participants at the beginning of the Event. All participants are obliged to read and follow the rules in the official Event Booklet.

Behaviour during EFPSA Events

As for EFPSA's main Event, the Congress, all regular participants must apply through the official application form. Also, EFPSA Alumni are welcome at EFPSA Events and they can apply through a different process. All participants at EFPSA Events are expected to attend the Opening and Closing Ceremony. In the case that a participant arrival time or date is after the Opening Ceremony and or your departure time or date is before the Closing Ceremony, EFPSA kindly asks to please inform the Organising Committee. All participants during the Congress, who are not part of the Working Community, must attend at least 50% of the Scientific Programme to be eligible to get a certificate of participation. If a participant is unable to attend 50% of the Scientific Programme due to unforeseen Events (for example, sickness) please contact the Organising Committee so they can take this into consideration.

Participants must respect the speakers and are encouraged to take part in the discussions during the lectures. No discriminatory behaviour will be tolerated at any EFPSA Event. For more information about discrimination read EFPSA's Anti-Discrimination Policy.

Alcohol Usage

According to research (Hurley, Taylor & Tizabi, 2011), drinking too much can take a serious toll on someone's health. Alcohol has numerous negative effects on many organs of the body such as the brain, the heart, the liver and the pancreas. More specifically, as stated by the National Institute of Alcohol Abuse and Alcoholism, alcohol interferes with the brain's communication pathways, and can affect the way the brain looks and works. These disruptions can change mood and behaviour and make it harder to think clearly and move with coordination. As for the heart and liver problems that alcohol could cause, these include cardiomyopathy, arrhythmias, stroke, high blood pressure, steatosis, alcoholic hepatitis, fibrosis and cirrhosis. Furthermore, alcohol causes the pancreas to produce toxic substances that can eventually lead to pancreatitis and can weaken the immune system, making the body a target for diseases. Lastly, based on extensive

reviews of research studies, there is a strong Scientific consensus of an association between alcohol drinking and several types of cancer.

EFPSA aims to convey a message of moderation in regard to partying and drinking. EFPSA would like to develop a Responsible Partying initiative to raise awareness amongst students on responsible drinking, contribute to the reduction of excessive and inappropriate consumption of alcohol among youth and reduce peer pressure in this aspect. By doing so, EFPSA wishes to embrace its responsibility in helping participants and the general public make informed decision on the consumption of alcohol and partying in general.

In order to do so, EFPSA does not encourage open bars during its Events. Additionally, no free alcoholic drinks are to be given to participants during the Event except for Cultural Evening. During the evenings, participants should try to be mindful of other guests by keeping noise to a minimum. In addition, the Organising Committee must ensure that participants have access to free water at all times and alcohol will not be sold by EFPSA during the Scientific Programme. EFPSA Events should be promoted in line with EFPSA's mission, vision and values. Advertising the Event and/or parties during the Event based on or related to alcohol is prohibited.

The Organising Committee is to provide a Chill Out room or another calm location for participants who do not wish to participate in the social Programme. No paid activities are forced. If participants do not wish to take part in paid events (for example, Excursion Day) the Chill Out room will be available for use and regular meal times at the venue.

Smoking, Tobacco and Drugs Usage

According to the National Health Service in England, smoking harms nearly every organ of the body and affects a person's overall health. It damages the heart and the blood circulation, increasing the risk of conditions such as coronary heart disease, heart attack, stroke, peripheral vascular disease and cerebrovascular disease. The lungs can also be very badly affected by smoking. Coughs, colds, wheezing and asthma, as well as fatal diseases such as pneumonia, emphysema and lung cancer can be caused. Other problems that could be caused in relation with the mouth and the throat are bad breath, stained teeth, damage on the sense of taste and even

cancer in the lips, tongue, throat, voice box and gullet. Lastly, there could be negative effects on smokers' skin and body.

Participants are not allowed to smoke or vape (cigarettes, e-cigarettes and vape) indoors during EFPSA Events. Second hand selling of tobacco is prohibited. Participants must be respectful of non-smokers and thus take in mind the effect of second hand smoke. The Organising Committee will assign areas outside where smoking and vaping are allowed.

Participants are not allowed to use drugs during EFPSA Events, especially when they are illegal in the country where the Event is held. According to DeCapua (2018), drugs could lead to altered brain chemistry, health complications, infections, legal issues, financial problems, accidental injuries, and even death.

EFPSA strongly urges its Working Community and participants during EFPSA Events to lead by example and support smoke and drug-free lifestyles. Anyone who notices someone not following these rules, should contact the Organising Committee. EFPSA strongly urges all EU Member States to introduce, implement and enforce comprehensive smoke and drug-free legislation in order to ensure the wellbeing of society.

Food consumption

Healthy meals can be very beneficial as they reduce the risk of certain diseases, improve the physical appearance and mental health, and give the energy level a much-needed boost. EFPSA encourages the Organising Committees to provide the participants with healthy meals and have food available for purchase outside of the free included meals during the Event. They will also take any dietary preferences or allergies into consideration.

Venue

Attendees are requested to respect the venue. This includes collecting trash and returning the space to its original condition. In case of any damages, the Organising Committee should be informed and the Organising Committee should specify to whom the cost belongs.

The Organising Committee is responsible for the safety of the Event and its attendees. In case of an emergency (for example, a medical emergency) the Organising Committee should have an action plan available. This should also be taken into consideration when choosing the Event's Coordinator and the venue. All necessary emergency numbers of the country where the Event is held will be provided in the booklet. The Organising Committee should take people with physical disabilities into consideration whilst choosing the venue.

Ethics Committee

The Ethics Committee is a regulatory body within EFPSA to respond to concerns that arise relating to the Federation and its activities in an impartial manner, particularly to decide if an action or matter is in violation of the principles of EFPSA, and to provide advice or decisions wherever necessary. When participants feel wronged or find certain aspects are unethical, they can contact the Ethics Committee using the following e-mail: ethics@efpsa.org. The Ethics Committee will be announced at the Opening Ceremony and published in the Event Booklet, so participants are aware of their existence.

Closing note

The Organising Committee reserves the right, without any liability, to refuse a participant's admission or eject someone from an Event for failure to comply with the Event Policy. This may also occur if in the Organising Committee's opinion, they represent a security risk, nuisance or annoyance to the running of the Event. Any rules not specified in the Events Policy but given by the Organising Committee or the EFPSA Board of Management should also be followed.

Bibliography

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