



**Laois County Council**  
**Comhairle Chontae Laoise**  
**Artists in Schools Scheme 2022**

**Terms and Conditions:**

- Application can be submitted by Artist or School
- Only one application per school and one per artist
- Successful school must sign an agreement form to terms and conditions.
- Successful school agrees to document project i.e. Photographs and report
- Successful school agrees to complete evaluation form provided
- Successful school must acknowledge the sponsorship role of Laois County Council and the Arts Council in all publicity material relating to the project
- The successful schools must run the scheme in the year awarded
- Successful School must submit a letter from their insurance company indemnifying Laois County Council and confirming that insurance for the project is in place.
- While Laois County Council may provide a list of artists currently living and working in the region (on request), it is the schools responsibility to check employment references and to satisfy the schools policy in relation to engagement of external personnel.
- It is a condition of this scheme that a teacher is present at all times with the artist while working with students in the school.
- Projects focusing on the development of a mural, producing the school play, dance or end of year production in a school will not be funded in 2022
- The arts office request the opportunity to review projects in progress (Please advise the Arts Office of proposed dates for review visit as far in advance as possible.)

**Health and Safety:**

- The health and safety of pupils, teachers, artists and all others involved are paramount. Any health and safety issues arising from proposed Artists – Schools work must be addressed in the planning phase and appropriate safeguards put in place and communicated properly.

**Child Protection and Welfare:**

- Participating artists must be Garda Vetted. Both the Department of Education and Science and the Arts Council have developed guidelines around the protection and welfare of children and young people. Schools, arts organisations and artists must discuss and agree policies and procedures around child protection and welfare in the planning phase to ensure safeguards are in place and communicate information as appropriate. The Arts Council's Artist in Primary School Guidelines may be very helpful when making your application.
- This document can be downloaded at:  
[http://www.artscouncil.ie/uploadedFiles/wwwartscouncilie/Content/Arts\\_in\\_Ireland/Young\\_people,\\_children\\_and\\_education/ArtistsSchools06\\_English.pdf](http://www.artscouncil.ie/uploadedFiles/wwwartscouncilie/Content/Arts_in_Ireland/Young_people,_children_and_education/ArtistsSchools06_English.pdf) or by following these links on [www.artscouncil.ie](http://www.artscouncil.ie) Arts in Ireland; Young People, Children and Education, Arts in Education, Artists in Schools Guidelines.

Please retain terms and conditions for reference

### **Funding**

- Funding available **€800** to cover Artists fee **for 20hrs**
- For example: (2.5hrs per week for 8 weeks @ €40 per hour (including VAT))
- 2 hrs working directly with class/s and ½ hr preparation time
- Materials, expenses and equipment is the responsibility of the school
- Successful schools must fund any additional funding to the project from their own resources and demonstrate this in their application form
- Schools must be set up in advance as a **Supplier** with Laois County Council Accounts Payable Department
- All Schools must supply relevant Tax Registration Number to avail of funding.

### **Key Points**

- ❖ Three way conversation - Opportunity to work with different media
- ❖ Opening up new possibilities and possible career opportunities
- ❖ Applications are invited from schools or artists for this scheme, however, the application should demonstrate that both parties have been involved in developing the proposal.

Please note projects should not be started until official written notification of selection of projects is received from the Arts Office.

Submissions will be assessed an independent selection panel.

- **Deadline for completed application forms is Thursday 24<sup>th</sup> February 2022 before 5pm. Completed application forms to be returned to Artists in Schools Scheme 2022, The Arts Office, Áras an Chontae, Portlaoise, Co Laois.**
- (No email applications accepted)

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**COMHAIRLE CHONTAE LAOISE  
LAOIS COUNTY COUNCIL**



**ARTISTS-IN-  
SCHOOLS 2022**

**Application Form**

**Part 1**

**Name and Address of School:**

\_\_\_\_\_  
\_\_\_\_\_

**School Telephone No:**

\_\_\_\_\_

**Fax:**

\_\_\_\_\_

**E-mail**

\_\_\_\_\_

**Principal's Name**

\_\_\_\_\_

**Contact Teacher(s)**

\_\_\_\_\_

*Class(es) \_\_\_\_\_ may be interested in participating*

*Approx. No. of students in class \_\_\_\_\_*

**Part 2**

**Name and contact details of Artist**

Name .....

Address .....

.....

.....

**Telephone No.....Mobile No. ....**

**Email..... Website.....**

**Has your school participated in the Artists in Schools Scheme before?.....(yes/no)**

**What Year(s) and which artist**

**Have you previously applied for the Artists in Schools Scheme and been unsuccessful**

\_\_\_\_\_ (yes/no)

**Are you planning to add money from schools resources to the budget of €800 from the Arts Office and how much?**

