

Junior Wac Arts

A Guide for Parents



Dear Parent,

Welcome to Wac Arts. We are very proud to offer your child a place at Junior Wac Arts – a unique opportunity to have fun whilst developing talent in performing arts.

During your time here at Wac Arts, you can expect your child to be given the chance to learn new skills in performing arts and media, gain confidence and explore their creative potential. All classes have a strong emphasis on fun and friendship, as well as teaching children and young people the basic skills in their subjects, aim to encourage a life-long love and appreciation of the arts.

In this pack you will find all the information you need to guide your child through a successful and enjoyable year at Junior Wac Arts.



Leon Hazlewood
Junior Wac Arts Co-ordinator

Jitendra Kulkarni
Programme Administrator

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Junior Wac Arts timetable 2017 - 2018 (Term 3)

	MUSIC TECH RM	VIDEO SUITE	DANCE 1	DANCE 2	MUSIC 2	MUSIC 1	SOFA ROOM	PRACTICE ROOM 1	PRACTICE ROOM 2	ATRIUM	STUDIO 3	TOWN ROOM	
10:00						MUSIC LEVEL 1 10.00-11.00		INDIVIDUAL KEYBOARDS LESSONS 10:00-3:00 Dominic	INDIVIDUAL GUITAR LESSONS 10:00-3:00 Beth				
10:30						INDIVIDUAL SAXOPHONE LESSONS 10:30-3:00							
						Dan							
11:00	MUSIC TECH	DIGITAL ANIMATION	Years 3 - 4 DANCE	Years 3 - 4 BALLET	Years 5 - 7 SINGING	MUSIC WORKSHOP	Rachael			PLAYROOM 11:00 - 3:30 Back of Atrium Nelissa		Years 5 - 7 DRAMA	
	11:00-13:00	11:00-13:00	11:00 - 12:00	11:00 - 12:00	11:00 - 12:00	11:00 - 12:00						11:00 - 12:00	
11:30	Malachi	Carolyn	Krupa	Evrdeki	Scarlett	Dan						Niamh	
12:00			Years 5 - 7 DANCE	Years 1 - 2 BALLET	Years 8 - 10 SINGING	INDIVIDUAL DRUMS LESSONS 12:30-3:30 Dan					Years 1 - 2 PERCUSSION	Years 3 - 4 DRAMA (E)	
			12:00 - 1:00	12:00 - 12:45	12:00 - 1:00						12:00 - 12:45	12:00 - 1:00	
12:30			Krupa	Evrdeki	Scarlett						Shyanna	Ayo	
13:00	LUNCH BREAK						LUNCH BREAK			Parents Drumming Circle 1:00 - 1:30 Shyanna			
13:30	MUSIC TECH (E)	VIDEO PRODUCTION	Years 8 - 10 DANCE	Years 1 - 2 DRAMA						CYBERCAFE 11:00 - 4:00 Zak		Years 5-7 DRAMA (E)	
			1:30 - 3:30	1:30 - 3:30							1:30 - 2:15	1:30 - 2:15	
14:00			Malachi	Donna Lee		Krupa					Niamh	Years 3 - 4 PERCUSSION	Ayo
14:30			Years 1 - 2 DANCE								Shyanna	Years 8-10 DRAMA	
			2:30 - 3:15	Years 3 - 4 DRAMA								Years 1 - 2 PERCUSSION (E)	2:30 - 3:30
15:00			Krupa	Niamh								2:45 - 3:30	Ayo
15:30											Shyanna		

One course strand = £25 for the term. Two course strands = £40 for the term. All fees to be paid for in advance to confirm place, unless a payment plan is put in place. Payment plan offer: 50% of total fee up front and 50% in advance of the second half of the course (half term).

Junior Wac Arts – Fees and How to Pay (Term 3, 2017/2018)

April 2018

2017/18 Term 3 Class Course Fees:

1 class per term - £14

2 classes per term - £25

Additional classes thereafter - £12 per class, per term.

Please note –

- Fees this term are based on 5 weeks of activity and only applicable for Term 3 only.
- There is no longer a price distinction being made for Multimedia classes or 1:1 Music Instrumental classes – all classes are priced at the same rate.
- There is a small cost saving for those paying for 2 or more classes, by paying in advance and going cashless.

How To Pay:

By BACS transfer – Please make a payment transfer direct into the Wac Arts bank account **stating your membership number and child's surname** as your reference. Please also keep any notifications of confirmed payment transfer from your bank as proof of payment should we require it. Here with our bank account details:

Co-operative Bank
Account Name: Wac Arts
Account No.: 70487776
Sort Code: 08 90 33

By Debit/Credit Card – Please call or email to arrange a time for this to happen over the phone or, pay in person at Main Reception before the start of term.

Payment Plan Options:

50/50 –

If you are unable to pay the full course fee in one payment, please get in touch. We are open to discussing a payment plan whereby you would pay for 50% of the fee in advance and the remaining 50% before classes resume after half term.

Pay As You Go –

You may continue to pay for each class with cash this term as we transition to a cashless system.

**Each class will cost £3.00 without any discounts for multiple classes.
Please come along with the correct change where possible to help speed up payment on the day.**

Questions, Comments & Concerns:

If you want to discuss anything with us, please do get in touch. Your feedback is really important to us as we transition to a new cashless system and we will do all we can to respond to your specific needs or concerns.

Leon Hazlewood

Programme Co-ordinator
Direct line: 020 7692 5887
Email: Leon.Hazlewood@WacArts.co.uk

Jitendra Kulkarni
Programme Administrator
Direct line: 020 7692 5888
Email: Jitendra.Kulkarni@WacArts.co.uk

Junior Wac Arts

Class Descriptions

Ballet

Children can join ballet classes from the age of five and benefit from a live piano accompanist. Together with a fully equipped dance studio, this inspires students to express themselves through dance.

Designed to promote both physical and spatial awareness, the classes include different activities for each age group, beginning with warm up games for the younger group and the barre for older students.

With an emphasis on posture and alignment, all will learn the basic ballet techniques of carriage of arms and the positioning of feet. Progressing to learning short movement sequences, both adagio and petit allegro in the centre, students develop co-ordination of mind and body. They will practice enchainments of movements at the barre and learn how to work with their peers to create travelling sequences that ultimately lead to springs, jumps and grand allegro work.

Once our ballet students have the basic techniques, they can take ballet training further or use their skills to supplement any other dance form they may choose. Throughout, they all have the opportunity to have a great time with dance!

Drama

Drama is offered to children and young people between the ages of five and fourteen in a selection of age appropriate classes. Our drama classes explore improvisation, drama techniques and the 'rules' of acting, drama games and exercises.

The younger groups focus on fun and drama games. They learn important improvisational skills and are encouraged to relate to their new friends in class. All classes encourage creativity and develop communication and leadership skills through creative tasks.

As our young people progress, they have the opportunity to evaluate their own work, giving space to think about and consider the skills learnt. Classes also work on performance both from the perspective of the audience and the performer.

Throughout, our students will learn the drama basics and have a greater understanding of dramatic techniques and skills. They learn to share ideas and to be creative whilst working collectively as a group and also as an individual. For all drama classes there is always a strong emphasis on self-discovery and having fun!

Movement & Dance

Movement and Dance classes are offered for all our children and young people from the age of five and up. Classes are fun and develop expression within dance through the exploration of projection and performance skills, style, musicality, focus and choreography.

Students will develop practical knowledge, spatial awareness and physical skills vital in dance, including balance, alignment, strength, flexibility, control, co-ordination, elevation and flow of

energy. In a context of discovery, these skills will be explored through a variety of dance styles including contemporary, African, street dance and salsa.

Dancers learn the basics of body action, good studio practice and the importance of warm up and cool down. In practicing creative tasks together, they also learn the value of evaluating contributions, communication skills and groupwork, gaining confidence and a love of dance in the process!

Music 1 & Music Workshop

We have two music classes based on musical ability and aptitude. The ensemble style of playing in each class means that students work as a team in a range of different musical styles and genres.

They have opportunities to play their own instrument or to experiment with new ones in a supportive environment. Each student is encouraged to develop a broad range of musical skills and the group setting enables our musicians to play with others as a band.

Students work towards a performance at the end of year and develop their performance, improvisation and directing skills each week. As part of the group, students always have fun and enjoy the process of practicing, playing and performing together.

Music Technology

A two-hour Music Technology class for young people from ten years of age.

Learning the basic skills involved in sound recording, Music Tech students are based in the Wac Arts recording suite for their classes. The young people explore studio techniques and compositional skills.

They then begin to develop the music they want to hear and have fun experimenting with different styles, effects and sounds!

Percussion

Focused FUN with percussion! A great class for children from five to eight Years old – learning 'carnival style'!

This class introduces children to the joys of rhythm, singing, and playing a variety of percussion and other instruments. A holistic teaching approach means the class receives the best foundation to develop through music.

As well as learning to play, read and write rhythm, children develop listening appreciation and a host of interpersonal skills needed to successfully create percussive rhythm as a group. Wonderful fun for team working and producing great sounds!

Singing

We have two singing classes for children and young people from nine years and up. Students sing as a group and there are opportunities to sing solo and in small groups so that individuals can progress at their own pace.

Creative group work is designed to reflect the interests of students and encourage them to contribute their own ideas and material to the session, gaining confidence in their abilities. The groups sing in a range of styles and have fun experimenting with different vocal techniques.

They explore the complexities of multiple part harmonies, vocal scales and song arrangement. Part of the fun is to also experiment with improvisational and ad-lib skills so that everyone develops their vocal confidence and enjoys themselves!

Both classes have at least one group performance opportunity for each year.

Video production

This is a two-hour class each week and is based around intermediate level video production techniques.

With a strong 'hands on' emphasis, the students have plenty of opportunities to practice their skills first hand, as well to learn video theory and media language. They learn a range of video production skills from pre to post production including writing their own treatment, short scripts and pitching their ideas to the group.

At the end of each year, all students will have learnt to write, direct and edit their own three-minute film. In a team-working atmosphere they also benefit from the supportive input of their peers and generally have fun with film!

Digital Design

This class is offered in our digital arts suite for young people from ten years up.

They learn a range of animation skills from storyboarding and composition through the entire process of creating and editing their work on screen. Students are introduced to different software and encouraged to experiment with various styles of animation.

As animation can make the impossible happen on screen, digital arts students always have fun letting their imagination run freely with their stories as they draw, build and film to translate their ideas into reality!

Instrumental tuition

- Drum Kit
- Guitar
- Keyboards
- Saxophone

Years 5-10 : Paired classes : 30 mins

Lessons are for half an hour and, when paired up to share sessions, students are selected to ensure they are at the same level and have complementary learning styles. Musicians learn at their own pace and are encouraged to practice on their own instruments at home each day to maximise the benefits of lesson time with their tutors.

To enable all students to access instrumental tuition, we are sometimes able to loan instruments if students are experimenting and don't want buy an instrument until they are sure they want to pursue it. Drum kits and keyboards can also be used for practice in the evenings by arrangement. We can sometimes also help students to purchase instruments if families are unable to afford the cost of buying their own instrument outright.

ALL STUDENTS AND PARENTS IMPORTANT SAFEGUARDING INFORMATION



As an organisation we pride ourselves in safeguarding your young person during their time at Junior Wac Arts and we need your co-operation. We therefore need your co-operation so please carefully read through this checklist:

EVERY SATURDAY:

☞ ALL STUDENTS MUST SIGN IN AND OUT AT THE FRONT DESK – EVERYTIME!!! NO EXCEPTIONS

Even those of you who have paid for the term or have a Peter Brinson Award – this helps us ensure everyone stays safe at Junior Wac Arts

☞ PARENTS/CARERS PLEASE SIGN INTO THE BUILDING AND TAKE A PARENT/CARER STICKER SO WE CAN IDENTIFY YOU.

☞ COMPLETE YOUR EMERGENCY CONTACT, ARTIST RELEASE AND PHOTOGRAPHIC CONSENT FORMS, WITH UP-TO-DATE CONTACT INFORMATION AND HAND THEM AT THE FRONT DESK

Students who do not have written permission to leave the building between classes will not be allowed out.

Under-8's must be brought to Wac Arts and collected by a responsible adult. Under 8's will not be allowed to leave the building between classes.

APPROPRIATE DRESS:

- Please make sure that students are dressed appropriately for their classes, e.g. ballet shoes for ballet, comfortable clothes for Movement and Drama.

LOST PROPERTY:

- Please be careful with your personal belongings. Wac Arts cannot be held responsible for any loss or damage.

FEEDBACK AND COMPLAINTS:

- We always welcome feedback, please contact us. Should you wish to formally complain after discussion with a member of staff or the Junior Wac Arts co-ordinator, you can request a copy of our complaints procedure.

We are here to help you. If you have any concerns whatsoever, please contact any of our staff in person, by phone or email

CONTACT

Wac Arts
213 Haverstock Hill
London NW3 4QP

Email: info@WacArts.co.uk

Main WAC ARTS office phone: **020 7692 5888**(available in the week only)

LEON HAZLEWOOD (Programme Co-ordinator and Safeguarding Officer) **020 7692 5887**

Junior Wac Arts INFORMATION SHEET FOR PARENTS AND CARERS



Welcome to Junior Wac Arts!

SPRING TERM DATES

Junior Wac Arts starts: **13th January 2018**

Junior Wac Arts half term (no JUNIOR Wac Arts): **10th February & 17th February (no classes)**

Last day of Autumn Term: **24th March 2018**

EVERY SATURDAY:

- Please register and pay for classes at the front desk. The Ground Administrator is also available to answer any questions you may have about Junior Wac Arts.
- **Please make sure your children sign into the building at the signing-in desk and sign out when they leave. This is for safeguarding reasons and is absolutely essential.**
- Students who do not have written permission to leave the building between classes will not be allowed out.
- Under-8's must be brought to Wac Arts and collected by a responsible adult. Under 8's will not be allowed to leave the building between classes.
- **Parents/carers please sign into the building and take a parent/carer sticker so we can identify you.**
- Please check the notice board, newsletter and our website at <http://www.WacArts.co.uk> for all of the latest information at Junior Wac Arts such as class changes or special events and anything else happening at Wac Arts! You will also find each week's newsletter up on our website on Friday each week.

***CLASS PRICES:** One course strand = £25 for the term. Two course strands = £40 for the term. All fees to be paid for in advance to confirm place, unless a payment plan is put in place. Payment plan offer: 50% of total fee up front and 50% in advance of the second half of the course (half term).

SCHOLARSHIPS:

- A Scholarship scheme is available for any family in need of support. Please ask for further details.

***CLASS PRICES ARE SUBJECT TO CHANGE**

Please note that ALL STUDENTS MUST SIGN IN AND OUT AT THE FRONT DESK – EVERYTIME!!! EVEN THOSE OF YOU WHO HAVE PAID FOR THE TERM OR HAVE A PETER BRINSON AWARD – THIS HELPS US ENSURE EVERYONE STAYS SAFE AT JUNIOR WAC ARTS

CONTACT

Wac Arts
213 Haverstock Hill
London NW3 4QP

Email: info@WacArts.co.uk

Main WAC ARTS office phone: **020 7692 5888** (available in the week only)

LEON HAZLEWOOD (Programme Co-ordinator and Safeguarding Officer) **020 7692 5887**

APPROPRIATE DRESS:

- Please make sure that your young person is dressed appropriately for their classes, e.g. ballet shoes for ballet, comfortable clothes for Movement and Drama.

FACILITIES: (Available on-site every Saturday)

- **Playroom: Open from 11:00am – 3:30pm, closed for one hour during the day for lunch.**
Toys, games and arts and crafts activities. Under-5s must be supervised by a parent/carer. 5-9 year-olds can be left in the playroom without supervision from a parent/carer. The playroom is always staffed.
- **Cyber Café: In the Atrium from 11:00am – 4:00pm.**
The computers are available to use for 50p an hour.
- **Café: Located upstairs from 10:30am to 3:30pm**
Serves drinks, hot food and snacks. The café always welcomes feedback. Please encourage your children to eat healthily!

LATENESS & ATTENDANCE:

- Please bring your child in good time to register and attend the class. Once a class has started, students may not be allowed to participate if they are late and may be asked to watch instead.
- Students are expected to attend classes regularly. If students are away for two weeks without notifying us, they may lose their place. After three weeks of non-attendance and no contact, the place may be given to someone else. We encourage parents/carers to let us know of any extenuating circumstances which prevent regular attendance.
- **PETER BRINSON AWARD:** If your child has 100% attendance for the whole year in EVERY class, they win the Peter Brinson Award which entitles them to do more than two classes for free the next academic year!

DEFERRAL POLICY:

- At Junior Wac Arts, we understand it is not always easy to commit to Saturdays. We have a 'deferral' policy which allows students to continue classes when more convenient – either in September or January. Please ask!

PERFORMANCES: At the Wac Arts Weekender, there will be open classes and performances. A ticketing system will be in place for the performances.

- Years 1-2 and 3-4 will have open classes. Classes will run as normal in their usual places.
- Music classes (group music and individual instruments) will have one evening performance.
- Years 5-10 will only have an evening performance which will be in the Main Hall. Students are expected attend a rehearsal on the day and to perform in the shows; if students are unable to attend the dress rehearsal then they will not be able to perform at all.

Dates, schedules and other arrangements to be confirmed nearer the time.

RE-REGISTRATION FOR NEXT YEAR:

- After the Spring term next year, we will be handing out 're-registration forms'. Please complete one in order to reserve your place for September. Priority will be given to students already on roll for classes this year.

PARKING:

- Parents/Carers are NOT allowed to park on our premises. Pay and display parking is available on Haverstock Hill.

LOST PROPERTY:

- Please be careful with your personal belongings. Wac Arts cannot be held responsible for any loss or damage.

UNCOLLECTED CHILDREN, UNWELL CHILDREN AND MEDICATION POLICY:

- Our policies can be seen at the front desk, please ask for details.

SMOKING:

- Smoking is not allowed anywhere in or around the building.

FEEDBACK AND COMPLAINTS:

- We always welcome feedback, please contact us. Should you wish to formally complain after discussion with a member of staff or the Junior Wac Arts Co-ordinator, you can request a copy of our complaints procedure.

FURTHER INFORMATION:

- Please note that Wac Arts has many procedures/policies which it would not be feasible to feature here. If you have any questions or queries, please contact the office or speak with the Project Co-ordinator.

ALTERNATIVE FORMATS:

- If you would like a copy of this sheet in larger font, brail, another language or audio form please contact us.



EVERY SATURDAY...



- Please register and pay for your classes
- Please sign in to the building
- Please ask your parent/carer to sign in to the building and take a sticker
- Please check the noticeboard and newsletter!
- Enjoy your class!
- If you have permission to leave the building in-between classes, make sure to sign in/out
- If you don't have permission to leave the building between classes, we can't let you go out!
- When you're finished for the day, please sign out!

PRETTY PLEASE!



- Be on time!
- Come every week, or let us know if you can't make it!

Email: info@WacArts.co.uk

Landline: (Weekends only)
020 7692 5813

Office answerphone: 020 7692 5888

If you are absent and we don't hear from you for over two weeks, we will think you have been captured by aliens and may give your place to

Did-you-know...

If you have 100% attendance for a whole year, all your classes next year are free!

A guide for students!

Welcome to Junior Wac Arts!

If you are a returning student,
welcome back!

If you are new, we're sorry for the
long wait and we look forward to
meeting you!

DATES FOR YOUR DIARY!

Autumn Term:

Junior Wac Arts starts: **23rd September 2017**

Junior Wac Arts half term (no Junior Wac Arts): **21st & 28th October (no classes)**

Junior Wac Arts Ends: **2nd December 2017**

Spring Term:

Junior Wac Arts Starts: **13th January 2018**

Junior Wac Arts half term (no Junior Wac Arts): **10th & 17th February 2018**

Junior Wac Arts Ends: **24th March 2018**

Summer Term:

Junior Wac Arts starts: **21st April 2018**

Junior Wac Arts Ends: **19th May 2018**

End of term performances TBC

CLASS PRICES...

One course strand = £25 for the term. Two course strands = £40 for the term. All fees to be paid for in advance to confirm place, unless a payment plan is put in place. Payment plan offer: 50% of total fee up front and 50% in advance of the second half of the course (half term).

***ALL PRICES ARE SUBJECT TO CHANGE**

I'm bored!!!

Things to do between classes...

GO ON THE COMPUTERS

In the Atrium from 11:00 - 4:00 for
50p an hour

VISIT THE PLAYROOM

Toys, games and arts and crafts for students up to 9
years old. Under-5s must be with a parent/carer!



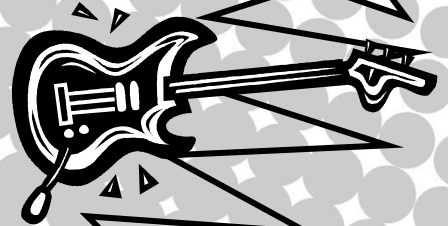
Dress to impress?!

Please wear the right clothing for your class...
Ballet shoes for ballet, comfortable clothes for
Movement and Drama and so on...
Leave your high heels, hard hats and skates at home!

I want more classes!

Ask at the front desk...

- Everyone can do up to 2 classes (and one musical instrument if you are 10 years old and up)
- Group Music (playing music in a band) is for 9+ years only
- Music Technology, Digital Arts and Video Production are for 10+ only
- Let the front desk know if you want to be considered for extra classes!



At the end of the year...

- Rehearsal schedules will be on the noticeboard so keep an eye out!
- Years 1-4 will have open classes!
Everyone is welcome to watch the class!

'Re-registration' forms will be available at the end of the year. Before you leave, let us know what classes you want to do next year!

PRETTY PLEASE!

Put your rubbish in the bin!
Respect your staff and fellow students!

Who cares? We do!
How could Junior Wac Arts be better?
Robot tutors? Slides and ladders to get
to your classes? A zoo in the atrium?
Let us know what you think!

Have a great year!

Enjoy Junior Wac Arts!!!

Junior Wac Arts

Waiting List Intake Procedure



All applications to Junior Wac Arts are added to the waiting list. The date we receive your application is the date your child is logged as joining the waiting list.

Classes at Junior Wac Arts are divided into the following groups (by school years):

- Years 1-2: 5 to 6 year olds
- Years 3-4: 7 to 8 year olds
- Years 5-7: 9 to 11 year olds
- Years 8-10: 12 to 14 year olds
- 1-2-1 Music and Media classes are for students aged 10 and upwards.

Applications are processed on a first come first serve basis. Students can expect an average waiting time of 1 year. Students' class choices are logged in order of priority as stated on the application form.

There are two intakes every year: first in the summer prior to the start of new academic year and a small one in January to fill up any vacancies. Offer of places depends on the number of spaces available in classes at the end of the academic year and the number of students who accept our class offer.

The waiting list is classified by class preferences as well as date of application, so it is possible that a class offer may not strictly follow the first come first serve rule. Individual classes have individual waiting lists – students who apply later but to classes with shorter waiting lists may get a place on the project sooner than those who request to join classes with a longer waiting list.

Junior Wac Arts is an inclusive programme and as such we take into account any special educational needs, disabilities and other extenuating circumstances. Here is how we prioritise entry for young people who need our services most:

1. **Special needs:** This may be physical eg: motor skill under development. It may be possible to offer a dance class to assist progress.
2. **Social skills:** It may be that a young person is not in school for a number of reasons. We would like to assist a young person in this predicament in order that they may have some social interaction with their peers.
3. **Family circumstances:** There may be problems within the family where it is considered that the parent/carer needs to have time free of the child/children. It may be that the family is homeless and the children are suffering lack of play space etc.

In all of the above cases, an earlier entry remains at the discretion of the programme co-ordinator and such requests must be accompanied by a referral letter by an appropriate professional.

All students are only offered one class space at the start. Any requests for additional class spaces can be made as the term progresses and your class choices on the waiting list are updated accordingly, overriding your previous choices. Possibility of additional spaces can be explored only after the half term break and by no means guaranteed. **At the end of the academic year, all students are required to re-registration for the following year.** The waiting list is updated with any class choices you indicate, overriding your previous choices.

Junior Wac Arts Emergency Contacts Form 17-18

Please complete this form using **BLOCK CAPITALS** and **BLUE OR BLACK ink** (ALL sections are mandatory).

First Name: _____ Surname: _____

Date of Birth: ____/____/____ Age Today ____ Gender: _____

Ethnicity: _____ Email: _____

Address: _____

Post Code: _____ Borough: _____ School: _____

Telephone: (Home) : _____ (Mobile) : _____

How would you prefer us to communicate with you throughout the year? (such as absence letters, information on performances and events, etc)

☐ Email ☐ Post ☐ Phonecalls ☐ Text messages

(please number *any TWO* in order of preference)

Do you have any physical limitations, allergies or medical conditions? ☐ Yes ☐ No

If yes, would you need 1-2-1 support? ☐ Yes ☐ No (Please provide as much information as possible including details of any medication. Your participation will not be affected on projects regardless of any disability or need for additional support.) _____

Please provide the names of two people that we can contact in the event of an emergency

Parent/ Guardian

Full name: _____ Relationship to child: _____

Phone (home): _____

Phone (work): _____ Mobile: _____

Parent/ Carer

Full name: _____ Relationship to child: _____

Phone (home): _____

Phone (work): _____ (Mobile): _____

Doctors name: _____ **Surgery Name:** _____

Address: _____

Telephone Number: _____

Please Turn Over...

FOR STUDENTS BETWEEN 5 and 8 ONLY

Students under 8 will not be able to leave the building, under any circumstances, without an appropriate adult

FOR STUDENTS BETWEEN 8 and 11 ONLY

Students between the ages of 8 -11 will only be allowed to go home unaccompanied with prior written consent from their parent/carer. They will not be allowed to leave the building unaccompanied at any other time.

Is your child ALLOWED / NOT ALLOWED to go home unaccompanied?

FOR STUDENTS BETWEEN 11 and 14 ONLY

Students over age 11 will only be allowed to leave premises unaccompanied, with the prior written consent from their parent/carer.

Is your child ALLOWED / NOT ALLOWED to leave the building unaccompanied?
(Please circle as appropriate)

If your child is not allowed to leave the building unaccompanied, they will be released to the adult who comes to collect them **unless an adult(s) is specified below**. If you wish to specify a person who will collect your child, please note that your child **will not be allowed to leave** with any adult other than those named below, or those specified as emergency contacts. Your child will not be released to any other unnamed adult without the prior written consent of those named below, or those specified as emergency contacts.

Who will collect your child?

Name: _____ Telephone number: _____

OR

Name: _____ Telephone number: _____

As we are a performing arts and media college we often use photographs and documentary materials for publicity purposes and /or screening purposes. If you agree to us using documentary materials in this way, please give your written consent below.

I hereby give my consent for the photographs and video footage of my child to be used for publicity purposes.

Signed (Parent/Guardian) Date

All Wac Arts records are stored under reasonable security and can only be accessed by Wac Arts staff for appropriate purposes. Wac Arts is registered with Information Commissioner under the 1998 Data Protection Act. From time to time we may contact you regarding our programme of courses. We will not pass on personal information to anybody else.

Thank You for completing this form!

Artist's Release Form

Wac Arts would like permission to make use of the artistic content that children and young people create with us on Wac Arts courses and projects. Not only does this help raise our profile as a charitable organisation, but we're keen to share everything that Wac Arts achieves with children and young people, with a wider audience. We also work with professional artists and tutors who input their original ideas and expertise into Wac Arts' programmes. All of this raises the question of what is called 'intellectual property' – who owns and who has the right to share work made at Wac Arts. Our belief is that work made at Wac Arts is created out of equal collaboration regardless of age and expertise and, as such, we require all participants (or a consenting adult if under the age of 18) to sign this agreement to confirm understanding of our position on intellectual property, and to agree to the following statements:

1. I retain all rights in the music, lyrics, sound recordings and other work which I create during projects or which I have previously created and are used in the projects. I grant you the rights to record, reproduce, use, perform, broadcast and adapt my work within the courses at Wac Arts.
2. I own the rights in the finished collective items which are expected to be the result of projects undertaken at Wac Arts.
3. I recognise that you may wish to use the finished products for a variety of purposes, including advertising and promotion of Wac Arts. I grant you the right to record, reproduce, use, perform, broadcast and adapt my work as part of the full and unlimited use of finished products.
4. I agree that you may use my name, voice, and likeness and that you may publicise my participation in Wac Arts projects in any advertising you undertake. I also agree that you may use my name, voice and likeness in any use by you of finished products including my work. I understand you will endeavour to give me full credit for my involvement in Wac Arts projects.
5. I confirm that I am not subject to an exclusive recording agreement.

Please note: In any instance of commercial exploitation of work created at Wac Arts, all lead/commissioned artists will be approached for first refusal of continuing engagement and/or consultation.

Signed

Print Name

Date: ____/____/____

●—————●

Date of birth if under 18: ____/____/____

Counter- signature of Parents/Guardian where relevant.

I agree to the terms of release on behalf of:

Signed

Print Name

Date: ____/____/____

PLEASE TURN OVER

Media Release Form

As we are a performing arts and media college we often use photographs and documentary materials for publicity purposes and /or screening purposes. If you agree to us using documentary materials in this way, please give your written consent below.

I hereby give my consent for photography and recorded material of me/my young person to be used for publicity purposes.

Signed (Parent/Guardian/Artist)

Date

All Wac Arts records are stored under reasonable security and can only be accessed by Wac Arts staff for appropriate purposes. Wac Arts is registered with Information Commissioner under the 1998 Data Protection Act. From time to time we may contact you regarding our programme of courses. We will not pass on personal information to anybody else.



Wac Arts SCHOLARSHIP APPLICATION FORM

PARENT NAME: _____

I require a scholarship for.....

A. Have you applied for a Wac Arts scholarship before? YES / NO
(If your answer is NO, please go straight to Question F.)

B. Were you awarded a scholarship? YES / NO
(If you have answered NO, please state reason)

C. When did your scholarship begin? DATE:

D. Did your scholarship include:
CLASSES YES / NO DANCEWEAR YES / NO
AUDITIONS YES / NO TRAVEL EXPENSES YES / NO

E. If your scholarship was for classes; How many did it cover?
What classes were they?

F. Do you receive any of the following; Unemployment benefit YES / NO
Income support YES / NO Maintenance grant YES / NO

If the answer is YES to any of the above categories you must bring proof either in the form of an official letter or claims book. In the case of Free school meals, please bring a letter from your school confirming this fact. If the answer is NO to all of the above, please state below the reason why you think you should get a scholarship – please write clearly.

No student will be awarded a scholarship until the Committee has proof of one of the above categories. Students are advised to complete this form and give all necessary information to the Wac Arts Administrator as soon as possible, otherwise awards may be delayed or not awarded at all.

Scholarships are awarded at the discretion of the Wac Arts Committee.

To my knowledge the information given is true.

SIGNED.....DATE.....

FOR OFFICE USE ONLY DO NOT WRITE BELOW THIS LINE Scholarship(s)
awarded / not awarded by SIGNED..... Details of
scholarship(s)..... Length of
scholarship..... Date awarded / not..... Reasons for
scholarship denied.....

Please note that Scholarship only applies for more than one class or family of more than one child on roll. Maximum of 50% per child.