NATIONAL GALLERIES SCOTLAND

Welcome to the National Galleries of Scotland Art Competition for Schools 2020

Closing Date Friday 24 April 2020

Supported by players of PEOPLE'S POSTCODE LOTTERY

Awarded funds from POSTCODE CULTURE TRUST

Entry forms and checklist for schools:

- **Read the rules and instructions** for each category very carefully. Sadly, each year high quality work is rejected as it does not conform to requirements.

- Complete a **separate entry form for each category** entered. This is essential for sorting purposes, particularly if work is to be returned.

- Make absolutely sure that the name of each child is **written very clearly and spelt correctly** as no amendments will be made at a later stage. A sample label page is provided with this document.

- Work to be returned must be **clearly marked** as such. No work will be returned unless the correct postage has been enclosed. Alternatively, work may be collected in person between Monday 25 May and Friday 26 June 2020. Please note that no reminder will be sent and work not collected by 26 June will be disposed of.

- **Simple methods of presentation** should be considered, although not essential, and work (with the exception of group entries) is best kept flat rather than rolled.

- Make sure to **post your entries in plenty of time.**

- Don't forget to complete your **Application form for a workshop and/or funding**.

Good luck! We hope that you and your pupils have a really enjoyable time participating in the National Galleries of Scotland Art Competition for Schools.

Return postage of work

- Please enclose a self-addressed return envelope with the correct value of stamps firmly attached – loose stamps can get easily lost.

- Do not use pre-paid stickers as these are only valid on the day of purchase.

- If in doubt seek clear guidance from the Post Office.

- We have experienced problems in the past with incorrect postage and regretfully, due to the large volume of entries we cannot contact every school. This can result in work being lost within the postal system so please take care.

A separate entry form must be completed with details for each category entered

Name and full address of school	
Local Authority	
Telephone number	
Email address	
Contact teacher name	
Category entered	
Number of entries submitted	

Please tick one of the next 3 boxes

(a) I do not want the work back ☐

(b) I will collect the work between 25th May and 26th June 2020 ☐

(c) I want the work posted back and have included enough return postage ☐

I have read and understood the information regarding the collection posting back of work ☐

I would like to receive emails about the programme for schools ☐

Any questions? Please ring Learning Engagement Department on 0131 624 6410 or email learning@nationalgalleries.org

Label for packages

Please do not separate the two parts

Learning Department
National Galleries of Scotland Art Competition for Schools
Scottish National Gallery
The Mound
Edinburgh
EH2 2 EL

Entries included for:	Please tick:
Nursery	
Primary 1-3	
Primary 4-7	
S1-S3	
Special Education Schools	
Group entries	

Sample labels for individual entries

PUPIL NAME: **CATEGORY ENTERED:** **TEACHER NAME:** **SCHOOL NAME:** **SCHOOL ADDRESS:** **SCHOOL TELEPHONE NUMBER:**	**PUPIL NAME:** **CATEGORY ENTERED:** **TEACHER NAME:** **SCHOOL NAME:** **SCHOOL ADDRESS:** **SCHOOL TELEPHONE NUMBER:**
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