

Young Foundry Artist  
 Summer Course  
 Booking Form



Name of Course	YFA Summer Course
Venue	St Georges Hall
Dates	Monday 29 <sup>th</sup> and Tuesday 30 <sup>th</sup> July 2019
Cost per learner	£20 per day £40 for one learner for two days
Number of places required	
Name/s of learner/s	
Age Range – please circle	4-7 years <b>7-11 years</b> 11-16 years 16-19 years Adult
Address of learner/s	
Contact phone number	
Contact email address	
Total payable	
Method of payment	Paypal – please put course in basket on our website Cash or card in person at Bewdley studio – please call Hilary on 07796 092262 to arrange first

Please note course places cannot be reserved without payment and are not booked until payment is received. All places must be paid for in advance of the course starting.

## **Classes for Young Foundry Artists Agreement with Parents or Carers**

- Young Foundry Artists' classes exist solely to nurture children's creativity, develop their visual arts skills, practical and social skills and knowledge about art. YFA aims to generate enthusiasm and a love of art for life.
- Classes provide a forum for children to develop, share and celebrate their work, with the support of a professional artist, art educator and art enthusiasts.
- Those who attend a series of classes (not single classes) may be eligible for an Arts Award where sufficient evidence of their work and development is collected.
- Children who attend classes must, therefore, be willing and able to engage in art activity (with breaks of course) for the duration of the classes. They should join in and make a positive contribution. Where classes are not meeting the needs of children this will be discussed with parents/carers to assess whether continuing is appropriate.
- Should a child's behaviour be disruptive they will be warned and given time to address their actions but if such behaviour continues parents/carers may be called to collect the child and they may not be able to attend future classes. This is at staff's discretion.
- Whilst every care will be taken to keep children safe, parents/carers should appreciate that some sharp tools and messy resources will be used and so accidents are possible. Risk assessments are undertaken.
- Parents/carers must leave at least two emergency contacts, one of whom can attend quickly in an emergency or collect the child if a parent is delayed.
- In the event of a child needing emergency medical care an ambulance would be called if necessary and a parent/carer asked to attend. If the child can be safely transported to A and E without an ambulance then parents/carers will be asked to collect the child ASAP and take them. For this reason we ask that one emergency contact is in the locality.
- Medical and dietary requirements and special educational needs should be disclosed on the personal information form for safety.
- Staff will do all they can to meet the individual needs of children within the 1:10 ratio provided. Parents/carers should consider with staff how the needs of children requiring greater assistance than this can be met before they begin to attend classes.
- Payments must be made before each class and further classes cannot be booked where a payment remains outstanding.
- Late collection of children, over 15 minutes, will incur a charge in respect of staff wages and car parking fees.
- For safety parents/carers should inform staff in advance if a different person is collecting your child – giving name and a brief description.
- Healthy snacks and packed lunch need to be provided for children for full day classes. Please do not include fizzy drinks or nuts or products containing them in case of children with an allergy.
- Children should be provided with an old shirt or apron to work in but should also wear old clothes. Activities will be messy and they should be dressed accordingly. Sturdy shoes and a coat are required for outdoor work.
- Parents/carers should be aware that, though children will be supervised, they will be using toilets open to the general public. Due to staff ratios children will need to be able to self-toilet and personal care cannot be offered.
- Staff are mindful of their safeguarding duties and should serious concerns arise would have to refer them to children's social care.
- Staff have DBS certificates and will fully supervise any volunteers or other adults coming into contact with the classes.

- In giving permission to attend classes parents/carers are also giving permission for children to attend other sites within walking distance for the purpose of art or recreational activity. This includes visiting and working in Hilary Baker's studio, in Bewdley Museum.
- From time to time an additional visit, to a gallery or similar, may be arranged that parents/carers will be asked to pay for and give permission for separately.
- Parents/carers are warmly welcomed into classes at the end of the day to see their children's work and hear about their achievements.
- We welcome your feedback and want to know how you and your child reflect on their YFA classes at home.

*Parents must sign this agreement if they wish their child to attend classes. The agreement stands for all future classes attended.*

**Child's name:**

**Parent/carer's name - printed:**

**Parent/carer's signature:**

**Date:**

## Young Foundry Artists

### Emergency Information

Name of child		
Address of child		
Age and date of birth		
Names of parent/carers		Mobile phone numbers
Year in school		
Name of school currently attended		
Medical conditions?		
Allergies or dietary requirements ?		
Special educational needs?		
Is your child entitled to pupil premium/free school meals?		
Who will collect your child from class? Please try to include anyone likely to.		
<b>Emergency Contact 1</b>	<b>Person who can attend most quickly in an emergency</b>	
Name		
Address		
Home number		
Place of work		
Work number		

Mobile phone number	
Any other means of contact	
<b>Emergency Contact 2</b>	
Name	
Address	
Home number	
Place of work	
Work number	
Mobile phone number	
Any other means of contact	
<b>Further contacts – optional</b>	
Name Relationship to child Address Phone number	
Anything else you'd like to tell us about your child?	
Do you give permission for your child and their work to be photographed for educative and promotional purposes including website/internet?	
Name of parent/carer completing this form	
Signature	
Date	