

**Oifig Ealaíon
Chomhairle Chontae na
Gaillimhe –
An Scéim Ealaíontóirí i
Scoileanna 2019/2020
Bileog Eolais do Scoileanna**



Comhairle Chontae na Gaillimhe
Galway County Council

Galway County Council
Arts Office –
Artist in Schools Scheme
2019/2020
Schools Information Sheet



Tá an fhoirm seo le fáil i gcló mór chomh maith

This form is also available in large print

Tá míle fáilte an fhoirm seo a líonadh i nGaeilge

The Artist in School scheme is run by Galway County Council's Arts Office and is open to all primary and post-primary schools in the Galway County Council's administrative area. Its aim is to offer children the opportunity to work with a professional artist on a once-off project in visual arts, dance, literature, drama, music, photography, film, etc.

This round of applications will select up to 16 schools for the **2019/2020** period.

BACKGROUND

- In previous years, schools and artists submitted a joint application.
- For the **2019/2020 period**, we are now requesting schools to submit an **Expression of Interest Form** and artists to submit an **Artist Application**.
- Successful schools and artists will be paired based on information submitted on their application and meeting the criteria.
- While it is not possible to offer this scheme to every school that applies, the programme seeks to encourage, in so far as possible, a wide art-form and geographic spread.
- Please note that successful applicants in 2017/18 are automatically ineligible for this round of funding.
- Existing teachers in schools may not apply as the Artist for the purpose of this scheme.

PAIRING

- From the applications received, a shortlist of artists will be invited to attend interview so we can match artists' skills to school's needs.

APPLICATION PROCESS

- In order to apply, each school must complete the Schools Expression of Interest Form and return it to artsoffice@galwaycoco.ie or post it to Arts Office, Economic Rural and Community Development, Galway County Council, County Hall, Prospect Hill, Galway before Thursday the 28th February 2019 at 4pm.
- 16 schools will be selected subject to budgets. 8 projects will be selected for 2019, and 8 projects for 2020.
- Schools will be selected on the basis of being able to identify a teacher and class(es) that can commit to the project and a school that can allocate the time, space and materials required for a project to be

*Seirbhísí Custaiméara Chomhairle Chontae na Gaillimhe – Caighdeán agus seachadadh seirbhísí custaiméara a fheabhsú
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successful. From those that satisfy the criteria, a lottery system will be in place ensuring a geographic spread throughout the county.

- Artists with significant experience of leading high-quality, innovative arts projects with children and young people will be selected by the Arts Office through a separate interview process.
- If you have been successful in the Creative Ireland Schools Pilot Scheme your application will not be considered for this Scheme.

PROJECT PLANNING

- The Artist in Schools scheme is a collaborative project between the school and the artist. Both artists and teacher's skill are required to make this an enriching, meaningful and lasting experience for the children. Success is built on a solid working relationship between school, teacher(s), artist and pupils. Both parties must ensure that they are in a position to commit to the planning required and to engage fully in the partnership.
- It is important that both the teacher and artist have a good understanding of the possible roles they will play in the project. The teacher should also consider this project as an opportunity to develop new creative skills and observe how the artist approaches the project, the methods and materials used.
- It is strongly recommended that schools allow sufficient time for reflection between the artist and teachers each week to assess progress. Open and frank discussion is vital at all stages.
- The teacher appointed to the Scheme must be available to attend a ½/full day planning meeting in Galway for all participating artists and teachers. This facilitated planning session is designed to enhance the project planning process and share experiences between all participating artists and schools. We envisage that this meeting will take place on **Wednesday, 10th April 2019**.
- Projects must be carried out between April – June; September – December 2019. The second round of Artists in Schools Scheme must take place between January – December 2020.

GUIDELINES

- All projects should have evidence that adequate Public Liability insurance is in place. Schools awarded the Artist in Schools Scheme will have to provide specific indemnity to Galway County Council on their Insurance Policy in respect of the project.
- The school must arrange for the artist to be Garda Vetted.
- A teacher must be present at all times with the artist while working with students in the school. Successful schools will be required to sign a short contract accepting the terms of the scheme prior to commencement.
- N.B. The artist cannot be viewed as a substitute teacher but rather someone who works with the teacher to develop and implement an arts project with that group.
- The school/artist must acknowledge the role of Galway County Council in any publicity or newspaper articles relating to the Scheme.
- Projects focusing on the development of a mural in the school will not be considered.
- There is no essential requirement to have any exhibition or performance at the end of a project.
- All Schools must have acquired permission from parents pertaining to the use of their child(ren) photographs, videos etc. for the duration of the project.

FEES AND PAYMENTS

- Total fee for the artist is €1,800, The Arts Office will pay the artist for 5hrs development time, 30 hours contact time and 5 hours evaluation/documentation time. The total fee will be paid in two instalments, first half on commencement of the project and final half on completion. This fee is inclusive of all costs incurred by the artist including travel.
- Should the residency be designed to last longer than the 40 hours specified, the school should negotiate additional payment directly with the artist.
- The school must pay for materials and any other costs incurred, including any insurance costs.
- On completion of the project, the school and the artist must submit a written evaluation outlining the outcomes and its impacts on the school and must include appropriate documentation of the project.

<p>Do thuilleadh eolais: An Oifig Ealaíon, An Rannóg Forbartha Eacnamaíochta, Tuaithe & Pobail, Comhairle Chontae na Gaillimhe, Áras an Chontae, Cnoc na Radharc, Gaillimh. H91 H6KX</p>	<p>Further information: Arts Office, Economic, Rural & Community Development Department Galway County Council County Hall Prospect Hill Galway H91 H6KX</p>	<p>T. (091) 509205 artsoffice@galwaycoco.ie www.gaillimh.ie www.galway.ie</p>
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