



# Backwell School

An Ofsted Outstanding School  
A National Teaching School

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Headteacher: Jon Nunes MA

September 2017

Dear Parent/Carer

## A Level Art, Craft and Design 2017/18 : Year 1

The Art department aims to do its best for students by providing opportunities which will allow them to develop their abilities fully, including as wide a range as possible of processes and materials to work with. Obviously, this can be very expensive in Art, Craft and Design and, as a result, we have to ask for a contribution of £25 per student. This is a reduction in cost from previous years to allow students to purchase their own sketchbooks and personalise their portfolios. Some of this contribution is used to purchase a kit of basic equipment that we feel all students should have as a minimum to take advantage of the facilities at Backwell.

The basic kit will include:

- A1 folder
- A3 plastic folder
- A3 sketchbook, stapled
- A4 sketchbook, stapled
- Selection of drawing pens and pencils
- Roll of double-sided tape
- Glue stick

We have a non-profit making Art shop in the department, should students wish to purchase materials from us. We also keep a full range of sketchbooks ranging in price from £1.50.

The contribution should be paid via [www.parentpay.com](http://www.parentpay.com), the school's online cashless payment system. If you have any problems accessing the service, please contact the Finance Team on 01275 465941.

In cases of financial assistance, please contact the Business Support Manager, Mrs Gumm, who will be able to provide information regarding the 16-19 Bursary fund. This is available to post-16 students who are in receipt of Free School Meals or whose parents/carers receive Child Tax Credit.

In addition, during the A Level Art, Craft and Design course, there will be workshops, including life drawing classes, to develop students' drawing skills and add work to their portfolios. There will also be trips to London, Bristol or other UK galleries – we believe that seeing art first hand is vital to students' progress.

During the year, your son/daughter may need to borrow books, cameras and other equipment in order to work at home. We would like him/her to have this opportunity, but to make this possible, he/she needs to understand what will be expected of him/her in terms of responsibility for that equipment, etc. We will explain this to the students at the start of the course, but we also need you to be prepared to guarantee the safekeeping of those items during the loan period. **Any equipment which is damaged, lost or stolen will need to be paid for at the cost of replacement. Unless otherwise stated, all equipment must be returned before 9.00 am the following school day to the Art and Photography Technician, to be signed back in, to enable the equipment to be used by other students during lessons. Any equipment left unattended whilst signed out, including such items which are left in the Art department but not signed back in and then stolen, will be the responsibility of the student who borrowed them.**

Throughout the course students will be expected to work safely and listen to Health and Safety instructions in lessons, particularly when introducing new processes and materials. Any student who is considered not to be respecting the safety of themselves and others will not be permitted to use those materials and tools in future lessons, which may impact on their learning. Students must not bring dangerous equipment, such as art knives, into school and lessons.

We must all be considerate of child protection and safeguarding issues and, therefore, your son/daughter must take responsibility for the appropriateness of any images that he/she acquires or uses. Images should not include references to alcohol, drugs or smoking and the subjects must always be appropriately dressed. Teachers will discuss with students where this may be an issue and will have the final say in deciding what can or cannot be submitted to the examination board. We request that parental permission should be gained from any school age individual being used as part of a formal photoshoot set up by your son/daughter. Your son/daughter’s teacher will have a standard letter available for this.

Please complete and return the tear-off slip to the Art and Photography Technician as soon as possible.

If you would like to discuss any of the above, please contact me at school.

Yours sincerely

J Lewis  
Curriculum Leader of Art and Design Technology

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Please return to the Art and Photography Technician as soon as possible.

NAME OF STUDENT: \_\_\_\_\_ TUTOR GROUP: \_\_\_\_\_

I confirm that a £25 contribution for my son/daughter’s A Level Art, Craft and Design 2017/18 : Year 1 course has been paid.

Signed: \_\_\_\_\_ (Parent/Carer) \_\_\_\_\_ (date)

I acknowledge that my son/daughter may wish to borrow books or equipment from Backwell School Art Department during his/her A Level Art, Craft and Design course. I am prepared to act as guarantor for their safekeeping whilst in his/her possession and understand that I may be held liable for their replacement in the event of damage, loss or theft.

Signed: \_\_\_\_\_ (Parent/Carer) \_\_\_\_\_ (date)

I have read the above statement regarding Health and Safety and Child Protection and Safeguarding issues.

Signed: \_\_\_\_\_ (Parent/Carer) \_\_\_\_\_ (date)

I have read the above statement regarding Health and Safety and Child Protection and Safeguarding issues.

Signed: \_\_\_\_\_ (Student) \_\_\_\_\_ (date)