Dear student,

**National Saturday Club: Call for Club members aged 13–16**
The National Saturday Club offers young people in years 8- 11 the unique opportunity to take part in fun and exciting sessions every Saturday morning at your local college, university or museum, free of charge. Last year more than 1,400 young people across the UK took part in a local Saturday Club.

This year we are offering two Saturday clubs running for 25 weeks over the academic year. You will get lots of inspiring workshops led by professional artists and writers, using our specialist facilities, including art studios and theatre space. You will also get opportunities to visit museums, galleries and other fun trips as well as having your work displayed at a national exhibition at Somerset House, London. The Club is a relaxed, informal and interactive learning environment where you can make new friends, try new things and most importantly have fun!

**National Art and Design Saturday Club**
**Suitable for:**Young people interested in exploring your creativity and developing your art and design skills. Sessions will include painting, theatre design, fashion/textile design, drawing skills and more.
**Timings:** 11am-1.30pm from Saturday 13th October
**Location:** London Metropolitan University, Sir John Cass School of Art, Architecture & Design, 16 Old Castle Street, E1 7QA (near Aldgate / Aldgate East / Liverpool St stations)

**National Writing and Talking Saturday Club
Suitable for:**Young people interested in all elements of writing and talking. We will look at script writing, podcasts, improvisation, poetry, spoken word, journalism and more.
**Timings:**10.30am-1pm from Saturday 20th October
**Location:** London Metropolitan University, [Tower Building, 166-220 Holloway Road, N7 8DB](https://www.londonmet.ac.uk/contact-us/how-to-find-us/tower-building/) (near Holloway Road / Highbury & Islington stations)

We welcome applications from any young people in years 8-11, however priority will be given to students who:

* are eligible for free school meals
* neither parent attended university
* are/have been in local authority care
* have a disability or specific learning difficulty
* are a young adult carer

**How to apply**

1. Complete the application forms attached to this letter with your Parent/Guardian.
2. You can either post these back to us or scan them over using the details on the form.
3. Once we have received your application we will get in touch with further information and details on attending the club.
4. The Deadline for applications is **Monday 1st October.**
5. Please feel free to contact us if you have any questions or are worried about missing the deadline.

We hope you will join one of our National Saturday Clubs and start your own creative journey!

Best wishes,

Liz Routhorn and Charlotte Gaughan

Saturday Club Team

London Metropolitan University
166-220 Holloway Road, London N7 8DB
020 7133 4175 / wpadmin@londonmet.ac.uk
[**www.londonmet.ac.uk/saturdayclub**](http://www.londonmet.ac.uk/saturdayclub)

National Saturday Club Application Form 2018

Once completed you can return your form in one of two ways:

* By post to Liz Routhorn, Widening Participation Manager, Room LC1-50, London Metropolitan University, 166-220 Holloway Road, London N7 8DB

*or*

* Scan and email to wpadmin@londonmet.ac.uk

General information (please use CAPITAL LETTERS)

Full name of student ............................................................................................

Home address ............................................................................................

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Home telephone number ............................................................................................

Mobile number ............................................................................................

Email address ............................................................................................

Do you have any dietary requirements, allergies or health issues we should know about?

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Which Saturday club would you like to join? (Please select one)

* Art and Design Club: Aldgate campus starting Saturday 13th October
* Writing and Talking Club: Holloway Road Campus starting Saturday 20th October

Why do you want to join the Saturday club?

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Parent / carer emergency contact information

|  |  |
| --- | --- |
| Name of primary contact | Daytime contact number/s |

|  |  |
| --- | --- |
| Occupation | Evening contact number/s: |

|  |  |
| --- | --- |
| Name of secondary contact | Daytime contact number/s |

|  |  |
| --- | --- |
| Occupation | Evening contact number/s |

Declaration to be signed by a parent / carer

I, the parent, carer of………………………………………………...give permission for him/her to take part in the National Art and Design/Writing and Talking Saturday Club at London Metropolitan University and agree to my child making their own way home from Saturday classes between October 2018 and July 2019.

Signature of parent / carer........................................................Date..............................................

Declaration to be signed by pupil

I agree to attend the National Art and Design /Writing and Talking Saturday Club classes and I will follow the rules and code of behaviour set by the programme.

Signature of student ........................................................Date..............................................

 **Photography/film/project work permissions**

As part of the programme images and film taken of the person named above may be used for publications, film, website, social media, press and promotional material that might be published and released by the Saturday Club Trust, London Met University, or by artists/ designers giving Masterclasses. I accept that no fee is payable by any publishers to the pupil/ person or to any third parties in respect of designs, photographs and images published, and that the decision of publishers on inclusion is final. To safeguard the identity of every Club member, their name will not appear alongside any photograph that they may appear in. Full name of Parent/ Guardian and title (capitals) Signature of Parent/ Guardian Date Copyright Consent

Students work will be displayed in the Summer Show and other Saturday Club exhibitions, and for photos or film of the work to be used for publications, film, website, social media, press and promotional material that might be published and released by the Saturday Club Trust, London Metropolitan University, or by artists/ designers giving Masterclasses. The Club member retains the rights and ownership of the pieces of work following the completion of the Saturday Club year.

**If you want to opt out of the above please email** **wpadmin@londonmet.ac.uk** **before the start of the programme.**

**Data Monitoring Form**

In order to evaluate our outreach activities effectively we ask all participants to complete this form**. If you are under 18, please ensure you have a parent / guardian sign this**. Please read the statements in the box below and indicate using the tick boxes if you are happy for us to use your child’s data for research purposes as outlined below.

*Student data will be stored on a database in accordance with the General Data Protection Regulations and used to administer participation in the project.* ***For research purposes only****, this data may also be shared with the Higher Education Funding Council for England (HEFCE), Higher Education Statistics Agency (HESA) and the Higher Education Tracker Services (HEAT) to help evaluate the effectiveness of this activity as part of the government policy to increase social mobility and to support the development of future policy. London Metropolitan University will not use its records in any way which will affect any learner individually.* ***We will not disclose any data to anyone who is unauthorised to receive it. If you are happy for us to use your data this way please tick here****🞎*

*Under the Data Protection Act 1998 you have the right to a copy of the data held about you by us.If you have any concerns about the use of data for these purposes or would like a copy of the data you have supplied directly to us, requests should be sent to the Information Compliance Officer at* *FOI@londonmet.ac.uk*

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First name(s)

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Surname

Date of birth \_\_\_\_ / \_\_\_\_ /\_\_\_\_ Gender \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current School / College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ethnicity**

* Asian or Asian British - Indian
* Asian or Asian British - Pakistani
* Asian or Asian British - Bangladeshi
* Black or Black British - Caribbean
* Black or Black British -African
* Any other Black background
* Chinese
* Mixed - White and Black Caribbean
* Mixed - White and Black African
* Mixed - White and Asian
* Any other mixed background
* White - British
* White - Irish
* Any other White background
* Any other ethnic background
* Not known
* Prefer not to say

**Have you received free school
meals in the last 5 years?**

* Yes
* No

**Did either of your parents / guardians go to university?**

* Yes
* No
* Don’t know
* Prefer not to say

**Are you, or have you ever been, a looked after child in local authority care?**

* Yes, I am in care currently
* Yes, I was in care but I am not now
* No
* Prefer not to say

**Do you consider yourself to have a disability?**

* Yes
* No
* Prefer not to say

If yes, please state and let us know any extra requirements\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of parent / guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent / guardian’s full name (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_