

dot-art Schools Notes for Teachers

How much work is involved?

We want to make it as easy as possible for you to enter dot-art Schools. We send regular group emails to the main contact at each participating school with key dates and helpful instructions to guide you through it. Below are the tasks you need to carry out to participate in the competition:

- Sept – Dec** Sign up by completing a [simple online form](#).
You should receive an auto email to confirm receipt (check spam folder)
Get your Year 5 or Year 9 pupils to create great artwork on any theme.
- Jan** Select student's 2D or 3D artwork to enter (one entry per child).
There is purposely no set theme for entries, so you can enter the pieces you decide are the best artworks created by your Year 5 or Year 9 students.
- February** [Photograph](#) each student's artwork (image files max 2 megabytes each) and complete an [online entry form](#) by February half term. (We send detailed instructions on the submission process and deadlines). Pull together the school logo, weblink and a brief text about the school and its approach to art or the artwork students have created.
- March** We set up your schools' portfolio webpage on our website using the content you send us. [Check](#) your webpage & let us know any amendments e.g. student names spelled correctly. Always get permission for names going online beforehand.
- April** Help promote the public online vote for the top three shortlisted entries from your school (we send you posters to display in school & locally)
- May** Get your schools' vote winning 1st placed entry [framed](#) ready for us to collect from your school office. We take it to the exhibition venue and install the work with labels. (Details & instructions will be sent out nearer the time)

[Invite](#) shortlisted top 3 students and their families to prize giving event & exhibition (we supply an invitation letter & weblinks to share)
Help promote the exhibition (we provide posters & flyers to distribute)
- June** [Attend the prize giving](#) to enjoy students receiving certificates/prizes, plus the pride of seeing their work on a gallery wall! The top three shortlisted pupils are invited, however please warn parents and the pupil only the 1st placed pupils work will feature in the exhibition. Great photo opportunity!
- July** [Share](#) the exhibition & prize giving [photographs](#) weblink with your students and their families. Tag us in any social posts. Framed work is delivered back to school before the end of term. Sign up for next year!

Hopefully, this gives you a clear idea of what you will need to do. If you have any queries, contact Carolyn Murray, Project Manager email schools@dot-art.com or phone **0345 0176660**.