***Your Gallery at School***

**Application Form**

**How to apply**

* Complete the short application form below and email to [codonnell@ngi.ie](mailto:codonnell@ngi.ie)
* **Please note that only schools who have not visited the National Gallery of Ireland in the past three years are eligible to apply.**
* If you need the form or information pack in any other format, or have any questions, please contact Catherine O’Donnell on 01 663 3579 / [codonnell@ngi.ie](mailto:codonnell@ngi.ie)
* The deadline to apply is **5.00pm on Friday 5 February 2021.** We will let you know if you have been successful by Monday 22 February.

**Application Form**

|  |  |
| --- | --- |
| **School name** |  |
| **School address** |  |
| **Lead contact name** |  |
| **Phone number** |  |
| **Email address** |  |
| **Has your school visited the National Gallery of Ireland in the past 3 years for a tour or workshop?** | Yes/No |
| **Is your school:** |  |
| **A DEIS school** | Yes/No |
| **A boys’ school** | Yes/No |
| **Located over 2 hours away from Dublin** | Yes/No |
| **Why would your school like to participate in the programme?** (max. 200 words) |  |
| **How would the programme benefit your students?** (max. 200 words) |  |
| **Is your school involved in any other arts initiatives or programmes (e.g. Creative Schools)?** (max. 100 words) |  |
| **Is there any other relevant information or comments you wish to add to your application?** (max. 100 words) |  |
| **I understand how any personal data provided by me will be processed (as outlined below)** | |
| **I understand that by participating in the project my school consents to:** | |
| * Participating in publicity for the project * Contributing to research, evaluation & documentation | |
| **Signed** |  |
| **Date** |  |

By submitting your application, you confirm that understand that any personal data that you have supplied to us as part of this application will be processed by us in accordance with our [Privacy Notice](https://www.nationalgallery.ie/what-we-do/governance/privacy-and-data-protection/privacy-notice).

It is necessary for us to process this information in order to:

* administer your application;

and, if successful

* send you relevant information about the programme

Any personal data will be stored securely by the Gallery for 1 year after your application or participation (as relevant) and then will be deleted, unless we are legally obliged to hold onto it for longer.