

**National Arts in Education Portal Day**

**Saturday 5th November 2022**

**Workshop/ Presentation Proposal submission**

**Deadline: Friday 26 August 2022**

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| Your name: |  |
| Occupation or capacity in which you will be presenting: |  |
| Name of organisation (if applicable): |  |
| Please state if you are freelance & are eligible for the presenter’s fee: |  |
| Title of proposal: |  |
| Is this a practical workshop or presentation? |  |
| Please outline your proposal in no more than 200 words.  |  |
| Who is the audience for your proposed workshop/ presentation?  |  |
| Please outline the relevance to the arts in education and creative practice sector. (150 words) |  |
| Please outline how your presentation / workshop is responding to the focus of this year’s conference of ‘Seldom Heard Voices’.  |  |
| Is there a maximum audience capacity for your workshop / presentation? |  |
| Do you consent to your workshop/ presentation being documented by the Arts in Education Portal through photography and/or video? Please note some of the presentations will be recorded in full to be shared after the event for those that are unable to attend on the day. Creative workshops will be closed and not recorded however some still photographers will be taken on the day by the Portal documentation team.  |  |
| Do you have a preference for time of day in terms of presentation? |  |
| If children/ young people are a part of your presentation/ workshop please tell us in what way, and how many will be involved. |  |

**Criteria for selection of proposals:**

The Arts in Education Portal Editorial Committee welcomes submissions of proposals for workshops and presentations that represent quality practice and thinking within the field of arts and creativity in education. **This year, the Portal Day will have a special focus on ‘Seldom Heard Voices'. The Committee particularly want to profile projects that represent children from diverse communities and children who are seldom heard.**

We are looking for proposals that represent:

* Dynamic approaches,
* New ways of working,
* Work that represents a commitment to excellence,
* Provocations,
* Strong aesthetic and/or educational outcomes,
* Presentations/ workshops that include children’s voices.

Our selection of proposals will also be informed by a desire for:

* Good geographic national spread,
* A range of art forms,
* Early years, primary and post-primary representation,
* Equal representation of both arts in education and creative sectors,
* A balance of practical and theoretical approaches.

**Terms & Conditions**

* Presenters must have full ownership or consent for any images or material used in presentations & workshops.
* Presenters who are freelance will receive a fee of €350 each with up to a maximum of 2 presenters per session (3 presenters are welcome to apply but the total fee will be split between eligible presenters).
* Creative workshop facilitators will receive a fee of €525 (This fee comprises €350 p/day delivery and €175 p/day for prep). Maximum of 1 facilitator per workshop.
* Presenters from outside of County Dublin will receive a contribution towards travel expenses were required to a maximum of €50.
* In scheduling the day, the Arts in Education Portal Editorial Committee will endeavor to accommodate presenters according to their preferences for time slots, however this cannot be guaranteed.
* Proposals will be reviewed by the Portal Editorial Committee and decisions communicated as soon as possible after the submission date.
* Subsequent to proposals being accepted, presenters will be required to provide further information for marketing and publicity purposes.

**Please send your proposal to** events@artsineducation.ie **by 5pm, Friday 26 August 2022.**