

**CC-E3**

**01-2023\_BG**

**Comhairle Contae Chiarraí**

**Kerry County Council**

#### **Treoirlínte - Scéim na nEalaíontóirí i Scoileanna 2023**

#### **Guidelines - Artists in Schools Scheme 2023**

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| Tá sé i gceist ag Comhairle Contae Chiarraí roinnt tionscadal i mBunscoileanna agus in Iar-bhunscoileanna i gCiarraí a mhaoiniú faoi Scéim na nEalaíontóirí i Scoileanna do 2023.  Cuspóir na scéime ná a chur ar chumas scoláirí agus foireann múinteoireachta oibriú as lámha a chéile le healaíontóir gairmiúil ar thionscadal cruthaitheach thar tréimhse ama.  Dearadh an scéim chun deis a thabhairt do scoileanna tabhairt faoi thionscadal a chothaíonn samhlaíocht chruthaitheach an pháiste agus scileanna na múinteoirí atá páirteach inti.  Tá sé tábhachtach, mar sin, i gcás scoileanna a dheineann iarratas faoin scéim seo, go gcuirfí san áireamh an deis saothrú i bpáirt le healaíontóir i gcur chuige atá ‘próiseas bunaithe’ seachas tosnú amach le toradh réamhshocraithe mar phríomhsprioc don tionscadal.  Is féidir tionscadal a bhunú ar aon mheán ealaíne, mar shampla, damhsa, ceol, cumadóireacht, drámaíocht srl. Is féidir disciplíní éagsúla a chuimsiú sa tionscadal chomh maith (scríobh agus scannán, cuir i gcás) fad agus atá seo ag teacht leis an mbunaidhm.  Aon scoil a fuair **Sparánacht Iomlán (€1200)** sna blianta thart beidh orthu fanacht **2 bhliain** chun iarratas a dhéanamh arís (e.g. iadsan a d’éirigh leo in 2020, is féidir leo iarratas a chur isteach arís in 2023).  Aon scoil a fuair **Sparánacht** **Pháirteach** (€500 - €1100) sna blianta thart beidh orthu fanacht **bliain amháin** chun iarratas a dhéanamh arís. (e.g. iadsan ar éirigh leo in 2021, is féidir leo iarratas a chur isteach arís in 2023). Nótaí ar Fhorbairt an Tionscadail(léigh go cúramach)Treoir Ghinearálta Is gá go n-oibreodh scoileanna go dlúth leis an ealaíontóir chun an togra tionscadail a fhorbairt. Sa togra seo léireofar réimse, fad agus meán ealaíne an tionscadail, chomh maith le tuiscint an dá pháirtí ar a phríomhchuspóirí. Taispeánfar tuiscint ar na deiseanna chun an tionscadal a leathnú tríd an gcuraclam. Sa togra tionscadail sonrófar cé hiad na spriocghrúpaí laistigh den scoil, agus leagfar amach go soiléir, chomh maith, struchtúr tacaíochta don ealaíontóir i gcaitheamh na tréimhse sa scoil.  Braitheann dea-thionscadal ealaíon ar chaidreamh maith oibre idir an scoil, na múinteoirí ainmnithe agus an t-ealaíontóir. Ós aistear comhoibrithe é seo do gach éinne atá páirteach, **is gá do na múinteoirí a bhíonn ag obair leis an ealaíontóir a bheith páirteach i gcéim forbartha an tionscadail, chun a gcuid scileanna gairmiúla is taithí a chur i bhfeidhm ar phleanáil an tionscadail.** Is iad an chruthaitheacht agus iomas buanna an ealaíontóra, agus ní gá go mbeadh an tuiscint ná taithí céanna aige nó aice is atá ag múinteoirí sa seomra ranga. Tá sé tábhachtach, mar sin, tuiscint mhaith a bheith ag an múinteoir agus ag an ealaíontóir araon ar na róil a d’fhéadfadh a bheith acu sa tionscadal. Ba chóir don mhúinteoir féachaint ar an tionscadal seo mar dheis chun scileanna cruthaitheacha nua a chothú.  Is deis é seo leis don mhúinteoir féachaint ar an tslí a dtugann an t-ealaíontóir faoin tionscadal, na modhanna agus na hábhair a úsáidtear, agus mar a théann sé i bhfeidhm ar an rang. Moltar go láidir do scoileanna go leor ama a thabhairt gach seachtain don ealaíontóir agus do na múinteoirí chun forbairt an tionscadail a phlé le chéile. Tá sé tábhachtach go mbeidh an t-ealaíontóir in ann labhairt go hoscailte agus go hionraic leis an múinteoir agus tairbhe a bhaint as saineolas an mhúinteora ag gach céim den tionscadal.  Duine gairmiúil oilte is ea an t-ealaíontóir. Tá sé tábhachtach go dtuigfeadh foireann na scoile gur ealaíontóir seachas múinteoir é/í, agus go bhfuil gá aige/aici le lántacaíocht ó mhúinteoirí gairmiúla na scoile. Ról cruthaitheach atá ag an ealaíontóir go príomha. Éascaitheoir i leith fhoghlaim agus fhorbairt an pháiste le linn an tionscadail is ea é/ í. Ní cóir a bheith ag súil go bhfeidhmeoidh an t-ealaíontóir ina (h)aonar sa rang ná go mbeidh sé/sí freagrach as smacht agus maoirseacht ann. Tá Scéim na nEalaíontóirí i Scoileanna tógtha ar chur chuige foghlama atá ‘próiseas bunaithe’.  Ná bí ag súil go mbeidh an t-ealaíontóir ann díreach ar mhaithe le táirge réamhshocraithe a bhaint amach, is cuma cé chomh tarraingteach a bheadh a leithéid, ar nós múrmhaisiú a phéinteáil nó drama a léiriú. D’fhéadfadh a leithéid tarlúint ach de thoradh ar chuardach cruthaitheach idir an t-ealaíontóir agus na scoláirí.  Ní ar an ealaíontóir ná ar an bhfoirm ealaíne amháin a bheidh cineál an tionscadail ag brath ach ar an múinteoir agus na páistí leis. Déanfar na hiarratais a mheas ar bhonn na fianaise iontu go bhfuil an cur chuige dea-phleanáilte agus gur dhein an t-ealaíontóir agus foireann na scoile dianmhachnamh air.  **Tuairisciú & Measúnú an Tionscadail**  Ba chóir d’iarrthóirí machnamh a dhéanamh ar an bpróiseas a bhainfidh leis an tionscadal a mheas agus a thuairisciú. Ceacht luachmhar ann féin is ea an tuairisciú, tugann sé deis an tionscadal a athbhreithniú agus é fós á chruthú. Is mó bealach le seo a dhéanamh: mar shampla, is féidir leis na scoláirí a ndialanna féin a úsáid le cuntas seachtainiúil a choimeád ar a gcuid oibre, a gcuid tuairimí faoin saothar, agus mar a thaitin sé leo.  Ba cheart do na múinteoirí taifead a choimeád ar an dul chun cinn leis. Mar aon leis an taifead scríofa, tá sé tábhachtach taifead físe a choimeád go leanúnach más féidir é. D’fhéadfaí físeán nó grianghraif a thógáil, agus an obair seo a bheith ina thionscadal ann féin ag rang nach bhfuil ag obair go díreach leis an ealaíontóir. Is gá grianghraif a chur go hOifig na nEalaíon d’ár suíomh idirlín chun an tacaíocht don obair a léiriú.  Tá sé riachtanach próiseas measúnaithe a fhorbairt go leanúnach leis an ealaíontóir. Go simplí d’fhéadfadh am a chur i leataobh d’athbhreithniú nó d’athmhachnamh, nó tuairimí a mhalartú idir na páirtithe i slí níos foirmeálta b’fhéidir. Is féidir leis an ealaíontóir agus an scoil seo a aontú agus a chur san áireamh sa togra tionscadail. |  | Kerry County Council intends to provide funding for a number of projects in Primary and Post-Primary Schools in County Kerry under its Artists in Schools Scheme in 2023.  The purpose of the scheme is to enable students and teaching staff to work collaboratively with a professional artist on a creative project over an extended period.  The scheme is designed to provide an opportunity for a school to carry out a project that nurtures both the child’s creative imagination and the skills of the teachers involved. For this reason, it is important that a school making an application under this scheme considers especially the opportunities of working in partnership with an artist in a ‘process led’ approach rather than setting out with a pre-determined end product as the primary goal of the project.  Projects can be in any art form, for example, dance, music, composition, drama etc. It is also possible for a project to include different disciplines, (for instance writing and film) provided the overall aim justifies such an approach.  A school awarded the **Full Bursary** (€1200) in previous years must allow a lapse of **2 years** before being eligible to apply again (e.g. successful in 2020, apply again for 2023).  A school awarded a **Partial Bursary (€500 - €1100)** in previous years, must allow a lapse of **1 year** before being eligible to apply again. (e.g. successful in 2021, apply again for 2023. Project Development Notes(please read carefully)General Guidance It is essential that schools work closely with the artist in developing a project proposal. This proposal will outline the scope of the project, the duration and the artform. It will also reflect an understanding by both parties of the key objectives of the project. It will show an understanding of the possibilities that the project affords for extension through the curriculum. The project proposal will identify the target group(s) within the school and will also set out a clear support structure for the artist during his/her time.  A successful arts project is built on a good working relationship between the school, the designated teacher(s) and the artist. As this is a collaborative journey for everyone involved, **it is essential that the teachers who will work with the artist are involved at the project development stage and are enabled to bring their professional skills and experience to the planning of the project.** The artist’s abilities are creative and intuitive, and he or she may not necessarily have the depth of understanding and experience of working in a class environment that the teacher has. It is important therefore that both the teacher and the artist have a good understanding of the possible roles they will play in the project. The teacher should also consider this project as an opportunity for developing new creative skills.  It should also be an opportunity for the teacher to observe the way the artist approaches the project, the methods and materials used and to observe the reaction of the class. It is strongly recommended that schools allow sufficient time for reflection between the artist and teachers each week so that they can discuss the way the project is developing. It is also important that the artist can communicate openly and frankly with the teacher and gain from his/her expertise at all stages in the project.  The artist is a skilled professional. It is important that schools recognise that the artist is an artist and not a teacher and will require to be fully supported by the teaching professionals in the school. The artist’s role is primarily creative. He / she will be a facilitator for the child’s learning and development during the project. The artist must not be expected to work alone in the class setting and take responsibility for discipline and supervision. The Artist in Schools Scheme is grounded on a process led approach to learning.  The artist must not be expected to become involved in merely facilitating a final end product, however attractive that may be, such as a mural painting project, or a drama production. These may happen, but only as a final outcome of a creative exploration between students and the artist.  The nature of the project will not only depend upon the artist and artform, but also on the teacher and children. Applications will therefore be assessed on the evidence of a well-planned and thoughtful approach taken by both the artist and the school’s staff.  The Garda Vetting of all artists and facilitators remains the responsibility of the school.  **Documenting & Evaluating the Project**  Applicants should consider the process of documenting and evaluating their project. Documentation is a valuable exercise in itself as it offers an opportunity to review a project as it takes shape. This can be done in many ways; for example, the students can keep their own diaries to record each week’s work, reviews also act as a place to present their own views on the work they are doing and their response to new experiences.  Kerry County Council require images to document the work in progress and for use in reports and social media. These must be sent to the Arts Office. It is the responsibility of the school to ensure consent for photography has been ensured.  Teachers should also keep a record of progress. In addition to a written record, it is also important to make a visual record of the project on an ongoing basis, if it is feasible to do so. This can be done using video or photography and could also be a project that might be given to a class not working directly with the artist. Photographs must be sent to the Arts Office for our website to document work supported.  It is vital that a process for ongoing evaluation is developed with the artist. This might be simply the setting apart of some time for review or reflection or might be a more formal exchange of views between the parties. This can be agreed between the artist and the school and should be included as part of the project proposal. |

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| **Critéir Mheasúnachta** Déanfar tograí a mheas de réir na gcritéar seo leanas:   * CV an Ealaíontóra * Fianaise ar chur chuige pleanáilte, idir an t-ealaíontóir agus scoil. * Aidhm ealaíonta an tionscadail. * Spriocanna an tionscadail. * Luach agus tairbhe an tionscadail don pháiste, don ealaíontóir agus don scoil. * Cur chuige ‘próiseas-bhunaithe’. * An struchtúr tionscadail ina bhfeidhmeoidh an t-ealaíontóir. * Tuiscint ar na deiseanna chun taiscéaladh breise a dhéanamh i gcodanna eile i den churaclam. * Indéantacht an tionscadail. * An múinteoir a bheith i láthair an t-am ar fad. |  | **Criteria for Assessment**  Proposals will be assessed on the following criteria:   * Artist CV * Evidence of a planned approach involving both artist and school. * The artistic intention of the project. * The stated goals of the project. * The stated value and benefit of the project to the child, the artist and the school. * A process led approach. * The project structure in which the artist will operate. * An understanding of the potential for further exploration in other parts of the curriculum. * The viability of the project. * Teacher remains present throughout. |
| Amscála Caithfear tionscadail a thosnú in 2023. Sin ráite, toisc gur féidir tionscadail a thosnú sa scoilbhliain 2023/2024, beidh tionscadail dá leithéid a leanann ar aghaidh go dtí Earrach 2024 incháilithe. **Cineálacha Ealaíne**Cuimsíonn an scéim seo **gach** meán ealaíne |  | Timescale Projects must be initiated during 2023. However, as projects may be initiated in the 2023/2024 school year, any such projects which carry over into Spring 2024 will be eligible. **Artforms** This scheme covers **all** artforms |
| **Airgeadas**  Beidh deontas tacaíochta idir €500 agus €1,200 an tionscadal i gceist. (Tugadh iarrthóirí faoi deara go bhfuil de cheart ag Comhairle Contae Chiarraí an cinneadh deiridh a dhéanamh maidir le méid an deontais a chuirfear ar fáil, agus i gcásanna áirithe go bhféadfadh an deontas a bheith níos airde nó níos ísle ná an tairseach thuasluaite). Is é atá i gceist leis an deontas seo, go bunúsach, ná cúnamh i dtreo táille agus costais an ealaíontóra. **Táthar ag súil go ndéanfaidh na scoileanna soláthar i leith ábhar agus costais eile, a d’fhéadfadh éirí as an tionscadal**.  Dí-cháileofar iarrthóirí a dheineann canbhásáil, nó a ndeintear canbhásáil ar a son, ar bhaill nó ar fhoireann Chomhairle Contae Chiarraí, nó ar mheasúnóir neamhspleách. **Conas Iarratas a dhéanamh** **Ní mór don** scoil iarrthach na nithe seo a chur isteach:  An bhileog le heolas teagmhála inti.  Togra tionscadail cuimsitheach, sínithe ag príomhoide na scoile agus ag an ealaíontóir.  C.V. an Ealaíontóra agus samplaí dá chuid oibre.  Doiciméadú ar aon obair phobal-bhunaithe nó oideachas-bhunaithe a deineadh roimhe seo.  Déanfar cinneadh maidir le deontais ar bhonn an eolais a sholáthraíonn an t-iarrthóir agus de réir na gcritéar atá tugtha thuas. Is oth linn nach féidir iarratais dhéanacha a mheas.  Coimeádann Comhairle Contae Chiarraí an ceart, ar a rogha féin, gan deontas a bhronnadh.  **Saoráil Faisnéise:** Molann Comhairle Contae Chiarraí go gcuirfear an fhaisnéis seo a leanas a bhaineann leis an iarratas seo ar dheontas ar fáil arna hiarraidh sin: **Ainmneacha iarratasóirí rathúla. Cúiseanna nach raibh iarratasóir incháilithe do mheasúnú an deontais.** Geallann Comhairle Contae Chiarraí gach dícheall a dhéanamh aon fhaisnéis a thabharfaidh iarratasóirí a choimeád faoi rún faoi réir a hoibleagáidí faoin dlí, lena n-áirítear an tAcht um Shaoráil Faisnéise 1998 agus 2003. Iarrtar ar iarratasóirí machnamh a dhéanamh an ceart faisnéis a nochtadh más íogair í. Más amhlaidh atá, ba cheart d’iarratasóirí, agus an fhaisnéis sin á soláthar acu, an fhaisnéis a aithint dúinn agus na cúiseanna go bhfuil sí íogair a shonrú. Mura dtugtar le fios go bhfuil an fhaisnéis sin íogair agus má chinneann Comhairle Contae Chiarraí arna meas nach bhfuil sí íogair, tá an baol ann go n-eiseofar an fhaisnéis sin mar fhreagra ar iarraidh Saorála Faisnéise gan dul i mbun comhairliúchán breise leis na hiarratasóirí. Rachaidh Comhairle Contae Chiarraí i mbun comhairliúcháin le haon iarratasóir maidir le faisnéis íogair sula ndéanfar aon chinneadh ar iarraidh faoin Acht um Shaoráil Faisnéise a fhaightear.  **An Rialachán Ginearálta maidir le Cosaint Sonraí:** Is é is cuspóir le do shonraí a phróiseáil ná d’iarratas ar mhaoiniú ealaíon ó Oifig Ealaíon Chomhairle Contae Chiarraí a phróiseáil. Déanfaidh painéal, ar a bhfuil baill foirne ó Údarás Áitiúil agus saineolaithe seachtracha, an fhaisnéis a thugann tú a mheasúnú. Má dheonaítear sparánacht duit coimeádfar d’fhaisnéis ar feadh cúig bliana agus ar feadh bliain amháin mura n-éiríonn le d’iarratas. Mura gcuireann tú ar fáil na sonraí pearsanta a iarrtar ní bheidh CCC in ann d’iarratas a phróiseáil. | **a**  **b**  **c**  **d**  **e**  **f**  **g** | **Financial** Grant assistance will be between €500 and €1,200 per project. (Applicants should note that Kerry County Council reserves its right to make a final determination on the level of grant assistance that may be provided and may in certain instances determine a grant above or below the threshold level indicated above). This grant is essentially designed to contribute towards the costs of the artist’s fee and expenses. **Schools applying are expected to make provision for materials and other costs that may arise as a result of the project outside of this bursary**.  Canvassing of members or staff of Kerry County Council or of outside assessor by or on behalf of the applicant will disqualify the applicant. **Application Procedure** The applicant school **must** submit the following: Completed contact information sheet.  A detailed project proposal signed by both the school principal and the artist.  Artist’s C.V. and samples of the artist’s work  Documentation of any community or education based work previously undertaken.  Grant decisions will be made on the basis of information supplied by the applicant and in accordance with the criteria outlined above. We regret that late applications cannot be considered.  Kerry County Council reserves the right not to make an award at their discretion.  **Freedom of Information:** Kerry County Council proposes that the following information relating to this grant application competition will be made available on request: **Name of the successful applicant/s. The reason/s an applicant did not qualify for grant consideration.** Kerry County Council undertakes to use its best endeavours to hold confidential any information provided by applicants’ subject to its obligations under law, including the Freedom of Information Act 1998 and 2003. Applicants are requested to consider if any of the information supplied should not be disclosed because of its sensitivity. If this is the case, candidates should, when providing the information, identify same and specify the reasons for its sensitivity. If such information is not identified as sensitive and Kerry County Council upon consideration does not deem it sensitive, then such information is liable to be released in response to a Freedom of Information request without further consultation with the applicants. Kerry County Council will consult with any candidates about sensitive information before making a decision on any Freedom of Information Act request received.  **General Data Protection Regulation:** The purpose for processing your data is to process your application to the Arts Office of Kerry County Council for Arts funding. This information you provide will be assessed by a panel made up of staff from a Local Authority and external invited specialists. Your information will be retained for five years if you are granted a Bursary and for one year if your application is unsuccessful. If you do not furnish the personal data requested, KCC will not be able to process your application. |
| Leagan leictreonach trí ríomhphost chuig [arts@kerrycoco.ie](mailto:arts@kerrycoco.ie)  Cuir **iarratas** chugainn tráth nach déanaí ná **1.00p.m. 26 Eanair 2023**. |  | **Email** your application to [arts@kerrycoco.ie](mailto:arts@kerrycoco.ie)  Please submit **completed application** not later than **1.00pm 26 January 2023.** |



**CC-E3**

**01-2023\_BG**

**Comhairle Contae Chiarraí**

**Kerry County Council**

#### **Scéim na nEalaíontóirí i Scoileanna 2023**

#### **Artists in Schools Scheme 2023**

**EOLAS TEAGMHÁLA / CONTACT INFORMATION**

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| Ainm agus seoladh  na scoile |  | Name and address of school |
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|  |  |  |
| Teileafón |  | Telephone |
| R-phost |  | E-mail |
| Ainm an Phríomhoide |  | Principal’s name |

**An tEalaíontóir / The Artist**

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| Ainm agus seoladh |  | Name and address |
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**SEICLIOSTA / Checklist**

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| Sonraí an togra tionscadail | **□** | Detailed project proposal |
| C.V. an Ealaíontóra | **□** | Artist’s C.V. |
| Samplaí oibre an ealaíontóra (jpeg, pdf, mp3) | **□** | Samples of the artist’s work (jpeg, pdf, mp3) |

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| Síniú an Phríomhoide |  | Principal’s Signature |
| Dáta |  | Date |
| Síniú an Ealaíontóra |  | Artist’s Signature |
| Dáta |  | Date |

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| Cuir **iarratais** chugainn tráth nach déanaí ná **1.00pm 26 Eanair 2023**: **Scéim na nEalaíontóirí i Scoileanna** arts@kerrycoco.ie |  | Please submit **completed application** not later than 1.00pm 26 January **2023** to:  **Artists in Schools Scheme**  [arts@kerrycoco.ie](mailto:arts@kerrycoco.ie) |