



# Young Writers School Registration Form ALBANY

School Name:

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School Phone:

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Coordinating Teacher Name:

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Coordinating Teacher Email:

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Coordinating Teacher Mobile:

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In the table below, please indicate the number of students participating on each Young Writers day.

Student Participation		
Year Groups	Year 6-7	Year 8+
Young Writers Location	Albany Public Library	Albany Public Library
Number of Participating Students		

Cost: \$140 per enrolled student per year, which entitles the student to one full day workshop each term.

Total Cost:

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### Invoicing

The School will be invoiced based on the details provided above and the number of students enrolled in the program. Please advise your School's specific contact person and email address

for invoicing so that we may direct our invoice to them. Please note that invoices for the total annual amount will be sent at the end of Term 1.

Contact Person:

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Email Address:

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### Terms and Conditions

The program is designed to give each student the experience of working with four acclaimed artists across diverse genres and creating styles every year. To ensure students get the most out of the program, teachers are encouraged to enroll their selected group of students for the whole year. We will of course continue to accept bookings for individual terms.

The fee is \$140 per student for the year (one day per term) and the full annual invoice will be sent to schools in Term 1 based on the number of enrolled students.

Extra attending students will be invoiced at the end of each term.

Enrolled students unable to attend will be offered the options to attend on a different day of the week or to access online writing workshops when available.

Teachers will also be offered the option to replace students unable to attend with other students interested in the program. We hope you can appreciate that, as a non-for-profit organisation, we rely on bookings to offer this program and that refunds will not be available.

All attending teachers are required to be available to supervise their students at all times as stated in the Department of Education Local Area Excursions Policy 2021.

See our [Excursion Guidelines YWC](#) for more information.

### Photo/Filming Permission

Teachers, please be advised that the Centre will be filming and taking photos of participating students throughout the year during Young Writers workshops. The photographs and short video compilations are used on our website for promotional purposes, in funding applications and occasionally used on our social media platforms. No student names are mentioned when content is posted on social media.

Should a parent/guardian NOT give permission for your student/s to be recognisable in our photos or videos please email us the student/s full names. You'll also be required to notify Centre staff on each of the participating Young Writers days which student/s do not have permission to be filmed and photographed.

Please refer to the attached Permission Slip to send to parents and guardians.

If you did not receive an attachment please download a copy from the Young Writers section of our website or email us at [writers@thelitcentre.org.au](mailto:writers@thelitcentre.org.au)

### Young Writers Timetable

To view program dates relating to your students' year level, visit our website to download the timetable [www.thelitcentre.org.au](http://www.thelitcentre.org.au).

Due to unforeseen circumstances, dates and presenting authors may be subject to change.

*Email this completed form to [writers@thelitcentre.org.au](mailto:writers@thelitcentre.org.au)*

*For any questions please contact us on the email above or call (08) 9430 6869.*