**REGISTRATION/ EXPRESSION OF INTEREST FOR ‘MARKETPLACE’ ON THURSDAY 27TH FEB 2020**

**PLACES ARE LIMITED**

**PLEASE RESPOND BY 5PM ON FRIDAY 29TH NOV 2019**

**Successful applicants will be notified by Fri 10th January 2020.**

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| **Question** | **Answer** | **Additional comments** |
| Name of Organisation |  |  |
| Community/ Voluntary sector or Business? |  |  |
| Nature of activities you can provide to schools joining up for Shared Education contact time. |  |  |
| Which year groups do your activities target? |  |  |
| What areas of the curriculum do your activities target? |  |  |
| Please highlight any activities you offer which could help schools build strong links with the wider local community. |  |  |
| Are you already experienced in delivering your programmes in schools?  Please provide details of schools and year groups to whom you have already provided your services. |  |  |
| Are you already funded to deliver your services to schools? |  |  |
| If you need to charge for your services, please indicate approximate cost and the duration of the activity. |  |  |
| Safeguarding  Please confirm that your organisation has a Safeguarding policy and has Access NI clearance. |  |  |
| Will you require access to a socket? (Eg. if you are planning to have a rolling presentation on a laptop at your stall).  Stalls with hard copy information only are quite acceptable. You might want to include examples of activities carried out with schools, pupils, teachers, parents (ensure that you have permission to use any photographs you’re bringing) |  |  |
| Will you need access to Wi-Fi? This is not guaranteed but we would like to know if stallholders would find this desirable. |  |  |
| How many people will be looking after your stand?  We anticipate 1 (or 2 max) for catering purposes. |  |  |
| A trestle table will be provided for you (approximate dimensions 6’ x 2’). Please plan to bring your own pop-up stand(s) and/ or hard copy literature. | n/a | Please also try to bring a table cloth or banqueting roll to make your stand presentable for the conference. |

***Stallholders will be provided with morning refreshments and lunch***

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| Key contact name |  |
| Email address |  |
| Telephone/ mobile |  |
| Address of your organisation |  |
| Website |  |

**Please return form to Joy Wisener at Causeway Coast and Glens Borough Council by 5pm on Fri 29 November 2019.**

**Email:** [**joy.wisener@causewaycoastandglens.gov.uk**](mailto:joy.wisener@causewaycoastandglens.gov.uk) **or goodrelations@causewaycoastandglens.gov.uk**

**Address: Cloonavin, 66 Portstewart Road, Coleraine, BT52 1EY**