

Bradley Barton



Primary School

# Bradley Barton Primary School PTFA Jubilee Cookbook - Terms and Conditions

## Introduction

This policy sets out the terms and conditions for the Bradley Barton Primary School PTFA Jubilee Cookbook and associated competitions.

## Our contact details

Name	Bradley Barton Primary School PTFA
Address	Bradley Barton Primary School, Ogwell Mill Road, Bradley Barton, Newton Abbot. TQ12 1PR
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Registered Charity Number	1097432

## Background

The Bradley Barton Primary School PTFA (the 'PTFA') is putting together a cookbook to mark the Queen's Platinum Anniversary, and to raise money to help us support our pupils and the school. The PTFA is offering you the chance to

- have your recipe appear in our Jubilee Cookbook, with full credit (unless consent is withheld) and alongside your submitted photo or artwork
- winners in each of the seven categories set out; Breakfast, Starter, Main, Dessert, Snack, Bake, Packed Lunch, as well as an overall winner
- win our Front Cover competition, where the selected winner will see their artwork used in the front cover design for the Jubilee Cookbook
- Entries for both competitions must be submitted before 23:59 GMT on 20th May, 2022.

## Eligibility

We're inviting anyone associated with the school, so pupils, school staff, parents, family and friends, to submit their recipes and associated photo or artwork.

Only pupils of Bradley Barton Primary School and Nursery will be eligible for the competitions (recipe and front cover) and to receive the associated prizes. All winners will be checked for eligibility before being announced and receiving prizes.

Everyone is welcome to submit as many entries as they wish for both competitions. We aim to publish as many recipes as possible, however, due to constraints such as the size of the book, and

recipe duplications, that may not be possible. Where there are recipes that are very similar in nature, those that are deemed to be the healthiest version will be selected.

## Privacy, Personal Information and Marketing

The PTFA will use your personal information for the purposes of administering the competitions outlined in these terms and conditions. Your information is held securely in a password protected online secure system (Google Workspace), and will be destroyed once the competitions are completed.

All entrants are asked to consider the PTFA's wish to publish their win or participation as and where appropriate. In all circumstances, the PTFA will request consent from the entrant, using the contact details provided, before using any personal information for the purposes of marketing or promotion of the competition, or to publish their win or participation. Where the entrant is considered a minor, the PTFA will request consent from those with parental responsibility for the child, using the contact details provided.

The PTFA is requesting consent to publish Personal Information (Full Name) alongside the entrant's submission in the publication of the cookbook. The entrant has the right to decline this request.

Entrants, or those with responsibility for entrants, can request that limited details are used, substitute details are used (such as a family name, nickname or other non-distinguishable pseudonym) or that no details are used, without impacting their eligibility for participation.

## How to enter

All entries for the cookbook must include the full recipe, including measures and weights, and the full method to prepare and cook the recipe. Each recipe should be accompanied by a brief 'About this recipe', word count no longer than 200 words. Where more than 200 words are submitted, we may need to make some editorial changes. The recipe must be your own, and suitable for publication. Entrants are encouraged to submit a photo or artwork along with the recipe, which will be taken into consideration when judging, however recipes will still be eligible to appear in the cookbook if submitted without.

Recipes can be submitted using the [online form](#), by downloading the [submission form](#) and returning via email, or by printing the form and returning to the PTFA via school.

Entrants must supply their full name, and to be eligible for the competitions, their class name. Entries can be submitted as a family, as long as the name of the pupil(s) and their class(es) are provided all children will be entered into the competition.

All entries for the cover competition must be submitted digitally in the first instance.

Your cover design needs to be A4 in size, so 210mm x 297mm. It should be bold and exciting, and shout "Cookbook" in an imaginative and engaging way. Your design can be made using illustration, photography, mixed media, or just a mixture of words and graphical elements.

It should contain the wording 'Bradley Barton Primary School & Nursery' and 'Jubilee Cookbook' in a clear and legible way, or leave plenty of uncluttered space so that we can add that later on. The design may need to be shrunk or resized later on, so consider what that will do to any writing. Think about the colours you use, the fonts or style of writing, and how your design will stand out. Any artwork used should be your own, and where third party images or elements are used (such as

someone else's photograph), you should confirm that you have permission to use said images or elements.

Cover designs must be submitted digitally, either using the [online form](#), or by sending them together with your contact details via email to the PTFA. Please remember that you will need to take good care of your original design in case it wins.

## Prizes

Within each recipe category there will be one winner's prize of a personalised Bradley Barton Top Chef apron. One overall champion selected from the category winners will also win a star prize (to be announced).

The winner of the front cover design competition will also win a personalised Bradley Barton Top Chef apron and a star prize (to be announced), as well as having their artwork featured on the cookbook front cover of course.

We reserve the right to substitute prizes with another prize of equal or higher value if circumstances beyond our control make it necessary to do so.

The prizes are non-exchangeable, non-transferable and no cash alternatives will be offered.

## How the Competitions will be judged

All valid recipe entries submitted before 23:59 GMT on the 20th May, 2022, will be judged against the following criteria:

- taste
- seasonality and provenance
- the associated artwork (where supplied)
- the accompanying 'About this recipe'

Three recipes in each category will be shortlisted by the PTFA, ahead of a final judging, to be held at a public event (circumstances allowing) during the summer term.

A winner will be chosen for each category by a panel of five judges, to include one independent judge, two members of the PTFA Committee and two members of school staff. The decision of the judges is final and no correspondence will be entered into.

The winner of the front cover competition will be chosen by a blind public vote at the public judging event held during the summer term.

Winners will be notified using the contact information provided. If for any reason a winner cannot be contacted, the judges reserve the right to disqualify them and select another winner from the eligible entries.

The PTFA's decision is binding in all matters relating to this, and no correspondence shall be entered into.

## Originality and Intellectual Property

All entries must be the work of the individual submitting them. It is the responsibility of each entrant to ensure that any recipes or artwork they submit are their own. Entrants must ensure that they do not infringe on the copyright or other rights of any third party or any laws.

Entrants will retain copyright and all other intellectual property rights in their submitted entry. The PTFA will endeavor to credit the entrant whenever the property is used, subject to the proper consents being obtained. However, by entering the competition all entrants:

- grant the PTFA perpetual, royalty-free rights to use and reproduce the entry to promote the competition that the entry was submitted to, or for similar future initiatives within a five year period, and to use the entry for the purposes of creating our Jubilee Cookbook.
- agree that the use set out above may include publishing, displaying, or in any way reproducing the entry provided the use is for the purposes of set out.

## Limitation of Liability

The PTFA, including its officers and members, excludes all liability for any losses and/or damages of whatever nature and however arising to the fullest extent permitted by all applicable laws.

The PTFA reserves the right to make reasonable changes to the judging process and criteria, and the proposed format of the cookbook, depending on the number of participants and any other unforeseen circumstances.

<i>Adopted</i>	<i>02/02/2022</i>
<i>Updated (End date extended to 20/05/2022)</i>	<i>09/03/2022</i>