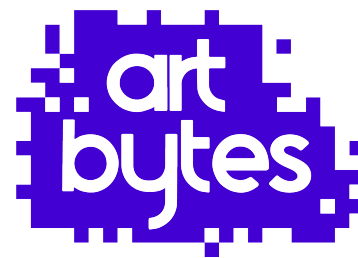




Artsmark
Partner

Supporting cultural education, endorsed by Arts Council England



Art Bytes Teacher Pack

Welcome to Art Bytes! Thank you for registering your school to participate; we are very much looking forward to working with you!

We will send regular group emails (via Mailchimp) to the single main contact for each participating school with reminders, key dates, helpful instructions and resources. Now, it is time to make sure you receive our **Mailchimp Newsletters!** These are the only way we can communicate with all schools involved, so it is imperative you receive and read these newsletters. **So, please add hello@artbytes.co.uk to your contacts immediately and make sure your IT support allows Mailchimp, as often it is classed as spam.**

We aim to make it as easy as possible for teachers by providing you with this pack of information you will need through out the programme.

Section 1: Action Calendar

Section 2: Preparing Students' Entries

Section 3: Photographing Students' Artworks

Section 4: How to Submit Your Students' Artworks

Step 1: Logging into the Teacher Account
Step 2: Uploading Artwork Entries
Step 3: Submitting School Information

Section 5: Promote the Vote

Section 6: Silent Auction

Part 1: Tips & Benefits
Part 2: FAQs
Part 3: Bid Sheet

Appendix 1: The Process (Infographic for print and display)

Appendix 2: Creative Careers Poster (Poster for print and display)

If you have any questions or want to talk through any of the information in the pack, please contact your regional Art Bytes coordinator.

North West: Carolyn Murray carolyn@artbytes.co.uk (North West)

North: Vicky Jackson vicky@artbytes.co.uk (North East, Yorkshire, West Midlands, East Midlands)

South: Emma Griffiths emma@artbytes.co.uk (South West, South East, East, Greater London)

Or email hello@artbytes.co.uk or if it is urgent try calling the dot-art Gallery **0345 017 6660**



artbytes.co.uk



hello@artbytes.co.uk



0345 0176660



[artbytesUK](https://www.facebook.com/artbytesUK)



[@artbytes_](https://twitter.com/artbytes_)



[@artbytes_](https://www.instagram.com/artbytes_)

Action Calendar

Below are the actions you need to take during the year to participate in the competition:

- Sept – Jan** **Select** up to 30 student's artwork to enter (one entry per child). There is purposely no set theme for entries, so you can enter the pieces you decide are the best artworks created by your Year 5 or Year 9.
- February** **Photograph** each student's artwork & complete an **online entry form** by February half term.
- March** We create your school's portfolio webpage with the content you send us. **Proof** your webpage & let us know any amendments e.g. student names are spelt correctly.
- April** **Promote** the public online vote for the top three shortlisted entries from your school (we send you posters to display in school & locally via our Mailchimp newsletters).
- May** **Invite** the winning student or the three shortlisted students (dependant on your regional venue) and their families to a celebration event at your nearest partner venue, where regional winners will be announced (we supply an invitation letter & web links to share via our Mailchimp newsletters).
- June** **Attend** the celebration event to enjoy students receiving certificates and prizes, plus the pride of seeing their work on a (virtual) gallery wall! Great photo opportunity! You can also choose to show the winners announcement film at school if travel to the venue is not possible.
- July** **Share** the Virtual Exhibition weblink and event photos with your students and their families!

Hopefully, this gives you a clear idea of what you will need to do when, apart from getting the children to create imaginative, high quality artwork of course!



Preparing Student Entries

Please read carefully when preparing student entries for submission.

Key things to note:

- Artwork created by Year 5 or Year 9 students in this academic year, whether at home or in school, is eligible.
- One entry per student.
- Minimum of 3 entries up to maximum of 30, per school (either Year 5 or Year 9)
- There is intentionally no set theme for artworks, as to showcase what concepts you are teaching and so students can express themselves how they wish.
- Artwork in any fine art medium or technique is acceptable, rather than textiles/ design.
- 2D or 3D artwork (please note all 3D work entries will be exhibited as a photograph).
- Artworks created at home should be made without parents or guardians help.
- You will need to submit photos of students' artworks online using our entry submission system.
- Entry details you need to collect for the submission process are students name, title of artwork, size in cm's, medium.
- Each photo of the students' entry must be smaller than 2 megabytes.
- Keep artwork titles short (no more than three words ideally)
- If you have several students with the same title for their work like 'self-portrait' you need to add a number to the title (e.g. self portrait 2) to distinguish it from the other images.



Photographing Students' Artworks

The photographs of the student's artwork that you submit will feature on your schools' webpage on our website, which is used for judging and potentially shown in the Virtual Gallery (one winner from each school will be exhibited in the Virtual Gallery), so it's extremely important to take decent photos of their artwork.

Here are a few tips for taking photos of the students' entries. If students send you their own photos of artwork do **make sure they are edited** as well as possible before submitting.

If you aren't confident with taking and editing photos, this is a FANTASTIC opportunity for students to take ownership of the programme and do this as a creative project, especially for Artsmark Schools. Or, you can always ask a staff member for help.

- **Tip 1.** Photos need to be in focus! Lean your phone or camera on a hard surface or use a tripod to keep it steady.
- **Tip 2.** Take the photos in daylight or studio light, avoid making shadows and crop to the edge of the image - no background distractions please!
- **Tip 3.** Avoid including any names, stickers, or teachers comments in the image.
- **Tip 4.** Avoid taking images with the sides on a slant. Put the work on the wall and take photo directly opposite it.
- **Tip 5.** Each entry image needs a different file name to distinguish it from your other entries e.g. Pop-Art-1, Pop-Art-2. Ideally, if you file name the image the name of the student, it will help when you upload the images.
- **Tip 6.** The maximum size of entry photo files is 2 megabytes per image file. Here is a link to a free, easy online file re-sizer <https://bulkresizephotos.com/>



How to Submit your Students' Artworks

Details to gather **before** you begin uploading the photos of your pupil's artworks.

You will need:

- Students full name (double check spellings and permission to use full name online)
- Title of each artwork being entered*
- Size of the work in centimetres
- Medium it was created with e.g. mixed media collage, pencil drawing

*Keep artwork titles short (no more than three words ideally), if you have several students with the same title for their work, you need to add a number to the title, to distinguish it from the other images.

**Ensure the images are formatted correctly, under 2 megabytes and are the correct orientation.

Step 1. Logging into the Teacher Account

Once you have registered and been approved, you can log in via **Teachers Sign In** on the Art Bytes website artbytes.co.uk.

You will use the **same email address** and **password** your created when you completed the **registration form**. If you have forgotten your password, you can reset it via the website when you try to log in using an incorrect password.

CLICK HERE



CLICK HERE

art bytes

Teacher Sign In

SIGN YOUR SCHOOL UP NOW

CELEBRATE CREATIVITY!

Art Bytes is a national art and EdTech programme for primary, secondary and SEN schools, combining an inter-school art competition with a bespoke virtual gallery. It is based on 10 years experience in the North West and is proven to nurture talent, raise ambition and develop confidence, as well as support mental health and help develop vital skills for future employment.

100% of teachers said working with us had improved student confidence!

Home
About Art Bytes
Meet The Team
Browse Schools
Virtual Gallery
Teachers' Corner
Virtual Curator
News
Support Us
Contact

<https://artbytes.co.uk/news>

ENTER YOUR EMAIL AND PASSWORD HERE

art bytes

SIGN YOUR SCHOOL UP NOW

WELCOME BACK TO ART BYTES!

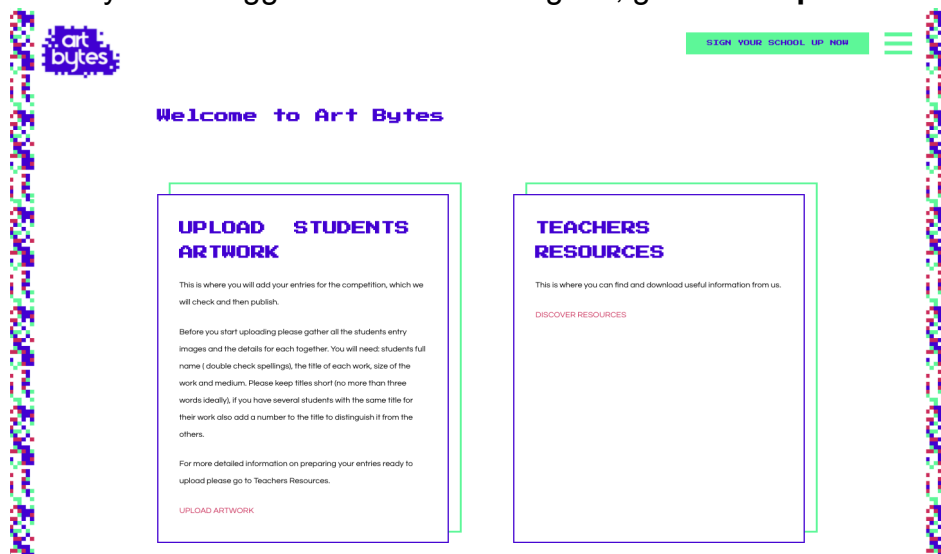
USERNAME OR EMAIL ADDRESS

PASSWORD

LOG IN

Step 2. Uploading Artwork Entries

- When you are logged in via teacher sign in, go to the 'Upload Artwork' page.



- Enter each students' artwork details individually in the form and upload the file when prompted. ***Please ensure you know which region your school is in.**

- Repeat the process for each student entry (max. 30 in total and one per student).
- Each piece of artwork will be checked and approved by Art Bytes before it appears on the webpage.
- The entries will be published on your school's page on the Art Bytes website (along with all the other schools work) after the closing date.
- You can return to the website before the deadline date and add more entries in another session, as long as there are no more than the maximum of 30 entries per school and only one entry per pupil.

*When logged in, you can also visit **Teachers Resources** section to find this document and other useful resources.

Step 3. Submitting School Information

To ensure your school webpage appears on our website, you will need to upload the following:

- School logo (JPEG file)
- Website address (use full URL)
- A descriptive text about your school*

This step is essential in order to generate a webpage for your school.

*This is the place for you to *promote your school* (e.g. use school bio) and *visual arts in your school*, as well as *describe the student's art* (e.g. if it was based on a theme or a whole year group project, any artists referenced, techniques & processes used).

To do this, you will see click the button “[Update School Information](#)” after you have clicked on “[Upload Artwork](#)”, via the Teacher Sign In.



SIGN YOUR SCHOOL UP NOW



PLEASE UPLOAD YOUR ARTWORKS HERE

Before you begin submitting work it's best to have all the details ready as well as the image files.

You will need to know: full name of student, title of artwork, artwork media and dimensions in centimetres. Files should be JPGs.

[Add a Students artwork below](#)

To ensure your school webpage appears on our website please add your school logo, website URL and short description text.

[UPDATE YOUR SCHOOL INFORMATION](#)

If you have any questions please contact your regional Art Bytes coordinator:

Carolyn@artbytes.co.uk (North West)

Vicky@artbytes.co.uk (North East, Yorkshire, West Midlands, East Midlands)

Emma@artbytes.co.uk (South West, South East Eat, Greater London)

Email hello@artbytes.co.uk or if it is urgent try calling 0345 017 6660



artbytes.co.uk



hello@artbytes.co.uk



0345 0176660



[artbytesUK](https://www.facebook.com/artbytesUK)



[@artbytes_](https://twitter.com/artbytes_)



[@artbytes_](https://www.instagram.com/artbytes_)

Promote the Vote!

It is in **April 2023** that we want you to encourage your **school community** to **support young artists** by viewing your **schools' portfolio page** and **voting** for their **favourite of the three shortlisted artworks**. We often find that around April time with the Easter holidays approaching, some teachers forget or are pushed for time to encourage the school community know to vote for their favourite artwork.

Without any votes, a winner from your school cannot be determined and therefore our panel of judges cannot include your school's winner in the judging for regional and national prizes. Also, the winning artwork from each school is featured in our Virtual Gallery, so the public vote is an integral part of the programme.

We highly encourage you to let the pupils and staff know about your involvement in Art Bytes and get a select group of pupils, the artists themselves are a good start, to take ownership of Art Bytes. By allowing pupils to take ownership, along with their often savvy tech skills and create thinking, they are the best advocates to spread art everywhere in your school and get your school community talking about art and voting!

Social media (make sure you tag us) and newsletters are great ways to reach your community, with short videos by your pupils talking about creativity or sharing photos of their process as well as sharing the voting poster (which will send you in good time), the ideas are endless! Start as early as possible and get your community understanding celebrating creativity, the role visual arts has in education and how they as a community are part of the process, in boosting the artists confidence and self-esteem.

For a better understand the **Power that the Public Vote**, please follow the link to our YouTube page: https://www.youtube.com/channel/UC13FS5DOS_yda8GdmolZn9A/featured



Silent Auction

Ensuring sustainability of your involvement in Art Bytes as an annual event on your calendar does mean that you need to find the funds in your ever shrinking annual school budgets.

Silent Auctions are a great way to not only raising funds but are wonderful opportunities for students to learn exhibition skills and how to organise an event, it also gives the artists an opportunity to talk about their artistic process.

Our South Project Coordinator, Emma Griffiths emma@artbytes.co.uk has had much experience in hosting silent art auctions at schools as her roles as Arts Events Coordinator and would be happy to talk you through how a silent auction could work in your school.

Tips for a Successful Silent Auction!

1. Launch the silent auction at a special exhibition of the art works.
2. Advertise the silent auction on your school website, social media and announcements in assembly - short videos work particularly well on socials.
3. Make sure that your bidders know where the money is going and why.
4. Continue the auction as long as you like, but make sure you set a clear end date and ensure that the bid sheets are always monitored.
5. Make sure the details of the art match the details on the bid sheet.
6. Ensure that you have a staff member monitoring the sheets when they are displayed next to the relevant art works.
7. Discuss with your pupils the benefits of a silent auction and help them develop confidence to part with their own art.
8. If possible, provide a frame and/or mount to accompany the art works.

Benefits of a Silent Auction!

1. Raises money to sustain an annual involvement in Art Bytes and raise additional funds for resources or charitable giving.
2. Creates a legacy that the pupils can take ownership of each year.
3. Encourages discussion about the creative process and outcome.
4. Develops community engagement with creativity as the focus.
5. Provides opportunities for pupils to talk about their art and engage with the school community.
6. Public speaking opportunities for pupils in an exhibition setting.
7. Grow the profile of visual arts in your school and the wider community.
8. A great way to introduce and encourage your community to vote for their favourite art work for Art Bytes!

Frequently Asked Questions

How do I set up a Silent Auction?

The same as you would any art exhibition at your school. Just make sure there is room for the bidding sheet on a stand/table/clipboard with a pen, in front of the art work and it is labelled correctly.

Should I have a special exhibition evening to open the silent auction?

This is a great way to create community spirit through creativity and fundraising! Having students there to speak about their art work and answer questions, is a wonderful opportunity for them to talk about their creative process and what art means to them. This also means that the community are more likely to bid if the pupils are present and they feel specially invited to celebrate. Depending on your turn out, you may decide that this will be the only evening that you will have the Silent Auction, rather than over a few days or a week. With the Art Bytes public vote starting on 1st April, this is also a great opportunity to also encourage your community to vote! Also an interesting opportunity to see if your highest bidder actually received the most votes for the school!

Is a silent auction more suitable for Year 9 rather than Year 5 pupils?

Not necessarily, as this depends on your approach to teaching resilience as part of the curriculum. It is inevitable that some pupils, regardless of their age, may feel disheartened or disappointed when they do not raise as much money or receive fewer bids, compared to others. How you teach resilience and developing well-being in your school is crucial in giving pupils the tools to be able to emotionally succeed in many situations. Understanding why you are having a silent auction, is often a great way to start and with charitable giving or school funds being the end goal (as well as participating in Art Bytes next year), this gives a focus to look beyond one's self and fundraising for the greater good.

If your school is interested in finding out more about a whole school approach to resilience, or just want to find resources to help develop resilience, please do check out the Kent Resilience Hub <https://kentresiliencehub.org.uk/schools/>

Should I set a minimum bid for each of the art works and prescribe bidding increments?

This is often a wonderful way to set the benchmark that each art work is initially worth the same amount and that you are looking to raise a minimum amount. This amount can vary greatly between schools and age groups and could be as little as £2 or £3, to as much as £20! Then, it is up to the bidders to decide what they would like to bid on top of that to have the art work in their chosen space! Setting bidding increments of a minimum of £1 (or higher) is a much easier way for bidders to make sensible bids.



Should I only allow bidders over the age of 18?

It should be an adult or responsible person who is bidding. In secondary school, it may be an older sibling who is bidding on their younger siblings art work. If this is the case, simply recommend that they speak with you first.

How do I announce the winning bidders and collect the money?

Firstly, ensure that the contact details on the bidding sheets are written clearly, so that you can contact the winning bidders, as well as announce on the website who they are. For collecting payments, there are a few options, depending on your school's financial organisation. You can ask the bidders to pay the school directly, preferably into a proxy account created specifically for this event, that you will be able to track the deposits and withdraw from at the end of each academic year. Or, if your school reception or Bursar's office is able to accept cash payments, you could ask them to collect payments at specific times during the day.

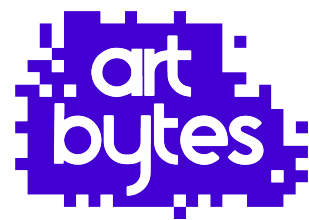


Title:

Artist:

School:

Year Level:



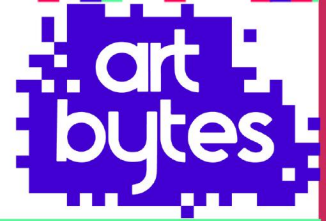
Name	Phone	Bid (£)

Proceeds from the silent auction go towards sustaining our involvement in Art Bytes and supporting...



THE PROCESS

Before beginning the process, the first step is for your pupils CREATE! Need inspiration? Visit our Partner Venues websites and your Bridge Organisation website. Details of these can be found in the Resources Link via the Teacher Login.



UPLOAD

Until the deadline of February half term, you will need to upload your student artworks via the teacher sign in on the Art Bytes website. Before beginning this process, make sure you read the information in the teacher pack you received when you registered. You will also need to enter your school information and upload your school logo..

REVIEW

In late Feb/early March, you will need to proof your school's portfolio page, make sure the correct artworks are attributed to the correct pupil and that the spellings are correct. Remember how the names that appear here are used across all parts of the programme, so ensure you have permissions, or use initials or first names.

SHORTLISTING

In March, your school will have its own portfolio page on our website. We recommend linking it to your school's website for all to see! The shortlisting process is when our esteemed panel of judges choose the top three artworks from each school.

PUBLIC VOTE

Once the three shortlisted artworks have been selected by our judges, these artworks will appear at the top of your school's portfolio page. This is the time to get your school community to vote for their favourite artwork. The winning artwork from each school will appear in our Virtual Gallery.

REGIONAL & NATIONAL WINNERS

When the voting has closed, a winner from each school is determined based on the number of votes received. From all the schools' winners, the judging panel will reconvene to then decide on a winner for each region as well as the national winner and two runners up, for Year 5 & Year 9 separately.

CELEBRATION EVENTS

Each region will host a Celebration Event that we encourage school staff, winning and/or shortlisted pupils and their families (depending on venue) to attend. Pupils in attendance will receive their certificate, as well as hear from our judges via a pre-recorded video and find out the regional and national winners.



schools.dot-art.com



Supported using public funding by
ARTS COUNCIL ENGLAND

This creative careers poster was commissioned by dot-art Schools and designed by Thom Isom 2018. We are grateful to everyone who shared their creative career journeys with us via an online survey and interviews to help inspire the next generation of creatives.