**Climate Action Classrooms Entry Form**

All submissions **require** a completed entry form.

This form can be sent digitally as part of email submissions or printed to accompany submissions submitted by post / courier.

**Please email** [**climateemergency@westminster.gov.uk**](mailto:climateemergency@westminster.gov.uk) **with any queries on the Climate Action Classrooms competition.**

|  |  |
| --- | --- |
| **School Name** |  |
| **School Address** |  |
| **Teacher Name and Contact Details (email address)** |  |
| **Social media links (if your school uses social media, please provide links to the school’s accounts)** |  |
| **Year Group** |  |
| **Type of Entry** | ❑ Classroom Action  ❑ Pupil Action |
| **Pupil Name**  **(Individual entries only)** |  |
| **Do you give permission for the Council to share entries as part of publicity for the competition?** | ❑ Yes  ❑ No  \*If submissions contain videos or photographs which include faces of students, parental/guardian consent **must** be provided with the submission.  Please complete the separate form (Photograph consent] |
| **Teacher signature** |  |

Please use the box below to provide a detailed overview of the activity / initiative undertaken. Word limit 2000 words.

Any photos and/or videos submitted can be attached separately as part of the email submission.

We look forward to seeing your creative submissions!

|  |  |
| --- | --- |
| **Explanation of entry including:**   * Details of the activity / initiative undertaken * What were the impacts & outcomes? What did you learn? * Any other relevant details |  |

THE CLIMATE ACTION CLASSROOMS COMPETITION TERMS AND CONDITIONS

CONTENTS

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CLAUSE

[1. The Promoter 2](#_Toc256000000)

[2. The competition 2](#_Toc256000001)

[3. How to enter 2](#_Toc256000002)

[4. Eligibility 3](#_Toc256000003)

5. Selection 4

[6. Winners 5](#_Toc256000005)

[7. Claiming the prize 5](#_Toc256000006)

[8. The Prize 6](#_Toc256000007)

[9. Limitation Liability 7](#_Toc256000008)

[10. Data protection and publicity 8](#_Toc256000009)

[11. General 8](#_Toc256000010)

1. THE PROMOTER

The promoter is: **The Lord Mayor and Citizens of the City of Westminster** (‘Westminster City Council / WCC’) whose registered office is at Westminster City Hall, 64 Victoria St, Westminster, London, SW1E 6QP

1. THE COMPETITION
   1. The title of the competition is ‘Climate Action Classrooms’, designed to encourage:
      * 1. school classes to act together to save carbon and reduce their collective impact as a demonstration to others; and
        2. pupils to consider their personal carbon footprint and teach others about how they can be more climate friendly.
   2. The Competition compromises of the following two categories:
      1. ‘Classroom Action’
      2. ‘Pupil Action’
   3. The Competition will run between **27th September 2021 and 19th November 2021.**
2. HOW TO ENTER
   1. Entries can be submitted by Classes or Individual pupils.
   2. Each entry submission will require a completed Entry Form, which can be downloaded at the following link [<https://www.westminster.gov.uk/climate-emergency>]
   3. Entries must be submitted by:
      1. **Email** to: [climateemergency@westminster.gov.uk](mailto:climateemergency@westminster.gov.uk), with the email subject line as Climate Action Classrooms Competition Classroom Action Submission; OR Climate Action Classrooms Competition Pupil Action Submission; as applicable
      2. **By Post** to: WCC Climate Emergency Team, Westminster City Hall, 64 Victoria Street London SW1E 6QP; OR
      3. **By Courier** to: WCC Climate Emergency Team, Drop 77, CEVA Logistics,40-48 Chase Road Park Royal, London NW10 6PX.
   4. You should provide as much detail as possible on your Entry Form submitted. It is important that teacher details are completed correctly.
   5. The Closing date for all entries is **5pm on 19th November 2021**. After this date not further entries to the competition will be permitted.
   6. No purchase necessary.
   7. The Promoter will not accept:

(a) responsibility for competition entries that are lost, mislaid, damaged or delayed in transit, regardless of cause, including, for example, as a result of any postal failure, equipment failure, technical malfunction, systems, satellite, network, server, computer hardware or software failure of any kind; or

(b) proof of posting or transmission as proof of receipt of entry to the competition.

* 1. By submitting a competition entry, you are agreeing to be bound by these terms and conditions.
  2. Please see [<https://www.westminster.gov.uk/climate-emergency>/ for a copy of these competition terms and conditions.
  3. Parental consent or consent from the relevant person(s) with Parental Responsibility of the student(s) must be provided for all entries involving submission of photographs and/or videos which include the images of the respective student(s). Please see [<https://www.westminster.gov.uk/climate-emergency>] for a Photograph consent to be downloaded and completed.

1. ELIGIBILITY
   1. The Competition is only open to:
      1. Classroom Action category: Classes of Key Stage 2 of Primary schools located within the London borough of Westminster; and
      2. Pupil Action category: Pupils within the classes of Key Stage 2 of Primary schools located within the London borough of Westminster
   2. In entering the competition, you confirm that you are eligible to do so and eligible to claim any prize you may win. The Promoter may require you to provide proof that you are eligible to enter the competition.
   3. The Promoter will not accept competition entries that:
      1. are automatically generated by computer;
      2. are completed by third parties or in bulk;
      3. are illegible, have been altered, reconstructed, forged or tampered with;
      4. are photocopies and not originals;
      5. are incomplete; or
      6. have not obtained the relevant Parental Consent and/or consent from a person with Parental Responsibility as per clause 3.13
   4. There is a limit of;
      1. one entry per Classroom for the Classroom Action category; and
      2. one entry per pupil for the 'Pupil Action category’
   5. Entries on behalf of another person will not be accepted and joint submissions are not allowed.
   6. The Promoter reserves all rights to disqualify you if your conduct is contrary to the spirit or intention of the Competition.
   7. Competition entries cannot be returned.
2. SELECTION
   1. Entries will initially be shortlisted by the WCC Climate Emergency Team.
   2. Shortlisted entries will be judged, and the winners will be chosen by a panel of judges.
   3. Winners of the Competition shall be announced on 15th December 2021 to the pupil’s schoolteacher. Please therefore ensure that the teacher’s contact details on the entry form are correct. It is the responsibility of the teacher to inform the parent or relevant person(s) with Parental Responsibility of the student(s) that the child has won.
   4. The decision of the panel of judges (acting reasonably) will be final.
3. WINNERS
   1. The decision of the judges nominated by the Promoter is final and no correspondence or discussion will be entered into.
   2. The Promoter will either publish or make available information that indicates that a valid award took place. To comply with this obligation the Promoter will:
      1. publish the name of prize winners (as applicable) and, if required, their winning entries; and/or
      2. send the name of prize winners and, if applicable copies of their winning entries, to anyone who emails citylions@westminster.gov.uk within one month after the Closing Date of the competition.
   3. If you object to any or all of your child’s name and winning entry being published or made available, please contact the Promoter at climateemergency@westminster.gov.uk. In such circumstances, the Promoter may be required to provide the information and winning entry to the Advertising Standards Authority on request.
4. CLAIMING THE PRIZE
   1. The Promoter will contact the winner’s schoolteacher (as stated on the entry form) as soon as practicable after the Announcement Date, using the telephone number and/or email address provided with the competition entry. The teacher will receive an email/phone call from the Council to inform them.
   2. If you are the winner of the prize, you will have **30 days** from the Announcement Date to claim the prize (**until Friday 14th January 2022**). If you do not claim the prize by this date, your claim will become invalid.
   3. In respect to the ‘Pupil Action’ category of the Competition, subject to your parents, carers or legal guardians claiming the prize on your behalf, the prize may not be claimed by any other third party on your behalf.
   4. The Promoter will make all reasonable efforts to contact the winner. If the winner cannot be contacted or are not available or have not claimed their prize **within 30 of days** of the Announcement Date, the Promoter reserves the right to offer the prize to the next eligible entrant selected from the correct entries that were received before the Closing Date.
   5. The Promoter will notify the winner as to how the prize will be administered.
   6. The Promoter does not accept any responsibility if you are not able to take up the prize.
5. THE PRIZE
   1. The Prize options and applicable conditions for each option for the Competition Winners are as follows:
      1. **CLASSROOM ACTION CATEGORY:**

(a) **OPTION 1** - Entry to the Zoological Society of London (ZSL) and a climate themed workshop hosted by ZSL for the winning class (restricted to a maximum of 35 students);

(i) the date of the visit shall be restricted to school term dates as defined by ZSL for the current academic year.

(ii) accordingly, the Promoter will be unable to accommodate entries and workshops on the following dates: 18/12/2021- 03/01/2022 --- 12/02/2022-20/02/2022 --- 02/04/2022-18/04/2022 --- 28/05/2022-05/06/2022 --- 23/07/2022-01/09/2022; **OR**

(b) **OPTION 2** - Entry to the Sea Life London Aquarium (SLLA) and a climate themed workshop hosted by SLLA for the winning class (restricted to a maximum of 35 students)

(i) the date of the visit shall be restricted to school term dates as defined by SLLA for the current academic year.

(ii) accordingly, the Promoter will be unable to accommodate entries and workshops on the following dates: 18/12/2021- 03/01/2022 --- 12/02/2022-20/02/2022 --- 02/04/2022-18/04/2022 --- 28/05/2022-05/06/2022 --- 23/07/2022-01/09/2022

(c) The date of prize is subject to agreement between the Promoter and the prize winner, and the availability of workshop dates as defined by the hosting organisation.

(d) the Prize shall be subject to the terms and conditions of the respective hosting organisation:

**(**i) ZSL: [Education Terms and Conditions | Zoological Society of London (ZSL)](https://www.zsl.org/other-zsl-terms-and-conditions/education-terms-and-conditions) /

(ii) Sea Life London Aquarium: [Booking Terms and Conditions | SEA LIFE London Aquarium (visitsealife.com)](https://www.visitsealife.com/london/policies/terms-conditions/)

(e) The Promoter will coordinate with the winner to agree a date for which tickets are to be purchased and workshop organised.

(f) The Promoter shall be responsible for coordinating the date of the workshop and purchase of tickets only and shall not be responsible for organising any other aspect of the visit.

(g) The Promoter shall be liable for the cost of entry to the hosting organisation (ZSL/SLLA) and workshop ONLY. All other costs associated with the Prize/Visit are the responsibly of the Winner.

* + 1. **PUPIL ACTION CATEGORY:**

(a) **OPTION 1** - a Family Flex ticket (entry ticket for two adults and two children to be redeemed anytime within 12 months of the date of purchase) for entry to the Zoological Society of London (ZSL);

(b) **OPTION 2** - a Family Flex ticket (Anytime Entry tickets for two adults and two children) for entry to the Sea Life London Aquarium (SLLA)

AND £50.00 spending money.

(c) The purchase of the tickets will be coordinated with a designated guardian / parent of the prize winner.

(d) the Prize shall be subject to the terms and conditions of the respective hosting organisation:

(i) ZSL: Education Terms and Conditions | Zoological Society of London (ZSL) /

(ii) Sea Life London Aquarium: Booking Terms and Conditions | SEA LIFE London Aquarium (visitsealife.com)

(e) The Promoter shall be liable for the cost of the entry tickets and payment of £50.00 spending money ONLY. All other costs associated with the Prize/Visit are the responsibly of the ticket holders.

* 1. For the avoidance of doubt the winner of the Pupil Action category may chose Option 1 or Option 2 and will also receive £50.00 spending money from the Promoter.
  2. Prizes are subject to availability. The Promoter reserves the right to substitute the prizes with a comparable alternative, to be determined at the sole discretion of the Promoter.
  3. The prize is not negotiable or transferable.

1. LIMITATION OF LIABILITY
   1. Insofar as is permitted by law, the Promoter, its agents or distributors will not in any circumstances be responsible or liable to compensate the winner, or accept any liability for any loss, damage, personal injury or death occurring as a result of taking up the prize except where it is caused by the negligence of the Promoter, its agents or distributors or that of their employees. Your statutory rights are not affected.
   2. The Promoter shall not be responsible or liable for the travel to and/or, subject to the provisions of clause 5, hosting the winners at the Zoological Society or London or Sea Life London Aquarium
2. OWNERSHIP OF COMPETITION ENTRIES AND INTELLECTUAL PROPERTY RIGHTS
   1. All competition entries and any accompanying material submitted to the Promoter will become the property of the Promoter on receipt and will not be returned.
   2. By submitting your competition entry and any accompanying material, you agree to:
      1. assign to the Promoter all your intellectual property rights with full title guarantee; and
      2. waive all moral rights,

in and to your competition entry and otherwise arising in connection with your entry to which you may now or at any time in the future be entitled under the Copyright, Designs and Patents Act 1988 as amended from time to time and under all similar legislation from time to time in force anywhere in the world.

* 1. You agree that the Promoter may, but is not required to, make your entry available on its website [<https://www.westminster.gov.uk/climate-emergency>] and any other media, whether now known or invented in the future, and in connection with any publicity of the competition.

**10**. **DATA PROTECTION AND PUBLICITY**

10.1 The Promoter will only process your personal data as set out in:

(i) <https://www.westminster.gov.uk/privacy>; and

(ii) these terms and conditions

10.2 Subject to receipt of prior consent/permission from schools and parents/legal guardians of entrants, the Promoter reserves the right publicly display within the London borough of Westminster, entry submissions featuring students after completion of the Competition.

11. GENERAL

11.1 The Promoter has made the assumption that these terms and conditions are understood by the entrant.

11.2 If you do not understand any of these provisions or need further clarification please;

11.2.1 email the following email address: climateemergency@westminster.gov.uk with the email subject line as ‘Terms and Conditions Help’; and/or

11.2.2 seek a review of these terms and conditions by your parent(s), carer(s), legal guardian(s) or any other responsible adult over the age of 18 years

11.3 If there is any reason to believe that there has been a breach of these terms and conditions by you, the Promoter may, at its sole discretion, reserve the right to exclude you from participating in the competition.

11.4 The Promoter reserves the right to hold void, suspend, cancel, or amend the prize competition where it becomes necessary to do so.

11.5 These terms and conditions shall be governed by English law, and the parties submit to the non-exclusive jurisdiction of the courts of England.