

Artsmark submissions checklist

Before submitting your Statement of Commitment or Case Study, please take a moment to ensure you've checked these important details.

Statement of Commitment:

- Your school / setting name is at the top of the document
- DfE number is at the top of the document and matches the one you registered with
- Each answer has no more than 500 words (150 words for the Context box)
- The document has been signed by your Headteacher and Chair of Governors

We won't be able to accept your Statement of Commitment if:

- You are missing any of the key checklist areas above
- You have included any hyperlinks, pictures, additional evidence documents or appendices in your submission
- The document has been signed *on behalf* of your Headteacher or Chair of Governors, or you have used a different font as a signature
- You have not yet paid your application fee or attended a Development Day

Case Study:

- Your School / setting name is at the top of the document
- DfE number is at the top of the document and matches the one you registered with
- Each answer has no more than 500 words

We won't be able to accept your Case Study if:

- You are missing any of the key checklist areas above
- You have included any hyperlinks, pictures, additional evidence documents or appendices in your submission
- You have not yet submitted your Statement of Commitment