

Your School Website

– The Titanic and Avoiding the Copyright Iceberg!

New



Content:

- How online copyright contravention puts your school at **financial risk**
- Copyright issues – using images and music on your school website – what you can and can't do
- Risk-free resources identified and explained
- Good practice – how to manage your website's Media Library (Wordpress sites only)
- Lifeboat Drill – a safety checklist

Who is it for? Website Editors

Venue: Dryden Centre

Cost: £40/ £100 per person (SLA/
non-SLA)

Date: 01 November 2017 or 25 April
2018

Times: 1-3pm

**Please apply using the application
form attached**

Your School Website – The Titanic and Avoiding the Copyright Iceberg! (New)

Please book me ___ places on the above course.

01 November 2017 or 25 April 2018

Name(s): _____

School: _____

Invoice Address: _____

School Status: LA Maintained Academy Independent

Purchase Order Number (Academies/Non Gateshead schools only): _____

Contact Name: _____ Tel: _____

Email Address: _____

Signed (Headteacher/Senior Leader): _____ Date: _____

Please return to: Angela Crossley, CPD Team, Dryden Centre, Evistones Road, Gateshead NE9 5UR
Email: educationgateshead@gateshead.gov.uk Fax: 0191 433 8764

Other important information:

Fees: Fees will be recovered via invoice after the training; purchase order numbers will be quoted on any correspondence (if they have been supplied). All prices quoted are subject to VAT (standard rate).

Specific Requirements: If you have any specific access or dietary requirement including food allergies can you please advise us of these at least 7 working days ahead of the training to allow us to make the necessary arrangements?

Cancellation Policy: failure to notify of non-attendance at least 2 working days ahead of course date will result in the full cost of the course being charged to schools (unless stated otherwise).

Parking: There is limited parking available at the Dryden Centre and parking is not guaranteed. Please park with consideration for our neighbours if you are unable to find a space within the car park and please be aware that our community police officer has asked we remind any visitors that illegal/inconsiderate parking will result in parking tickets being issued.