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**Application Pack**

Membership Application Form

2020/21

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**Children’s S.C.R.A.P Project**Reg. Charity 281010

137 Homerton High Street, London, E9 6AS

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www.childrensscrap.co.uk

 **137 HOMERTON HIGH STREET E9 6AS**



**2020/21 Membership Application Form**

|  |  |
| --- | --- |
| **Name of School/Group** |  |
| **Address** |  |
| **Telephone Number** |  |
| **Fax Number** |  |
| **E-Mail Address** |  |
| **Borough** |  |
| **Type of group** |  |
| **Number of children/adult to be resourced** |  |

 **PLEASE PRINT CLEARLY AND COMPLETE A**

 **The *Children’s S.C.R.A.P Project* requires additional information on the number of children/adults in your group.**

**Please enclose a copy of:**

* **Schools:** Total number of children on roll if the whole school is joining or a letter stating certain year groups.
* **Non-School**: Insurance/grant application or other written evidence conformation of number of children on a signed letterhead paper by the person in charge of the organization.

**Groups who run workshops or do outreach work must state how many sessions per year and group sizes.**

 **Only names below will be allowed to collect materials from the project**

1. **Please complete all sections of the form**
2. **Confirm numbers on a letterhead**
3. **Enclose cheque payable to *Children’s S.C.R.A.P Project 001642***

***We cannot accept your application without this information***

**The method of payment should be by cheque, cash and BACS payable to *Children’s S.C.R.A.P Project.***

I, the undersigned confirm that the information here stated is correct and agree on behalf of my group to be bound by the condition of membership which I have read I understand that failure to observe this condition could result in forfeit of membership.

|  |  |  |
| --- | --- | --- |
| **Print Name** | **Position/ Office Held** | **Signature** |
|  |  |  |

***(To be signed by Head Teacher/Youth Leader/Officer in charge etc.)***

**Materials may only be collected on production of the Membership Card by authorized persons.
*Please list ALL those you wish to authorize***

|  |  |  |
| --- | --- | --- |
| **Print Name** | **Position/ Office Held** | **Signature** |
|  |  |  |
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**Please turn over**

 **2020/21 Membership Fees**

**NEW PRICES WILL APPLY FROM 1ST April 2018**

Discounts are negotiable for members who join *late*.

Adults with learning difficulties are charged the *same fee* as *children*.

**Discounts are *negotiable* for *block-booking***

**Top Up (A):** Groups with children under or of primary school age, youth clubs and adventure playgrounds and special needs groups. **ALL PRICES INCLUDE VAT**

* **Groups with 10 children and under ------------------------------- £115.33VAT £23.07=£138.40**
* **Groups with between 11 and 20 children----------------------- £130.33VAT £26.07=£156.40**
* **Groups with between 21 and 30 children------------------------- £ 145.33VAT £29.07=£174.40**
* **Groups with between 31 and 50 children------------------------- £ 153.67VAT£30.73 = £184.40**
* **Groups with between 51 and 60 children--------------------------£162.00VAT £32.40 =£194.40**
* **Groups with between 61 and 80 children--------------------------£170.33 VAT £34.07=£204.40**
* **Groups with between81 and 90 children---------------------------£178.67VAT £35.73=£214.40**
* **Groups with between 91 and 100 children-------------------------£187.00VAT £37.40=£224.40**
* **Groups with between 101 and 110 children-----------------------£195.33VAT £39.07=£234.40**
* **Groups with between 111 and 130 children-----------------------£203.67VAT £40.73=£244.40**
* **Groups with between 131 and 200 children-----------------------£220.33VAT £44.07=£264.40**
* **Groups with between 201 and 280 children-----------------------£228.67VAT £45.73=£274.40**
* **Groups with between 281 and 300 children-----------------------£237.00VAT £47.40=£284.40**
* **Groups with between 301 and 320 children-----------------------£245.33VAT£49.07= £294.40**
* **Groups with between321 and 340 children------------------------£253.67VAT£50.73= £304.40**
* **Groups with between 341 and 360 children-----------------------£280.33VAT£56.07= £336.40**
* **Groups with between 361 and 400 children-----------------------£300.33VAT £60.07 =£360.40**
* **Groups with between 401 and 440 children-----------------------£308.67VAT £61.73 =£370.40**
* **Groups with between 441 and 480 children-----------------------£332.00VAT £66.40 =£398.40**
* **Groups with between 481 and 500 children-----------------------£342.00VAT £68.40 =£410.40**
* **Groups with between 501 and 600 children-----------------------£350.33VAT £70.07= £420.40**
* **Groups with between 601 and 700 children-----------------------£367.00VAT £73.40= £440.40**
* **Groups with between 701 and 800 children-----------------------£383.67VAT £76.73 =£460.40**
* **Groups with between 801 and 900 children-----------------------£400.33VAT £80.07 =£480.40**
* **Groups with between 901 and 1000 children---------------------£417.00 VAT£83.40 = £500.40**
* **MAXIMUM COST CEILING RATE £500.40 FOR SCHOOLS**

**Top up (B): Secondary Schools**

**£92.00 plus £2 per department place (Number of pupils per class size)**

**Top up (C) Adult education courses, training colleges and community groups will be assessed on their number of activities/workshops and the number of participants involved.**

**£92.00 Plus £3.00 per student. If tutors only visit.**

**£92.00 Plus £5.00 per student. If tutors visit with students.**

**2020/2021 RULES OF MEMBERSHIP CARD**

1. **Validate** the card by having it signed by all persons *authorized* to use it. Ratio **5 children/users** to **1 collector**.

***Example: 30 children = 6 collectors***.

1. **Do not bring children** under the age of 16. Our insurance does not cover this age group. Members are also reminded not to bring unauthorized persons into the project.
2. **You must bring your card** with you when you visit. Let us know immediately if it is lost or stolen. For replacement cards, a letter of confirmation signed by the person in charge/head teacher will be required.
3. **Do not abuse** your membership. It is an abuse of membership to:
* Sell barter or exchange materials without *Children’s S.C.R.A.P Project* consent.
* Take materials for personal use.
* Service another group on your membership by loaning your card to them or collecting for them.

**2020/2021 Conditions of Membership**

***Children’s S.C.R.A.P Project* is the registered trading name of the London Scrap Project Limited, a company limited by guarantee and registered as an educational charity *(No. 281010)*. Its main objective is to advance education I particular by the distribution of donated materials to schools, youth clubs and nurseries play schemes, other groups of young or disadvantaged persons and educational projects. Membership is open only to groups meeting the above criteria who have paid the appropriate memberhip fee and have agreed to abide by the following conditions:**

1. Materials taken from LSP (London Scrap Project) shall be used exclusively for educational purposes, for the use and benefit of the children, young people or disadvantaged adults in the group.
2. Any surplus material shall be returned to LSP.
3. No material shall be resold, bartered, or exchanged without the agreement of LSP.
4. LSP reserve the right to prevent at any time a member removing material which the LSP in its absolute discretion things it’s unsuitable for the Member’s Groups’ use, and to place limits on that quantity of any particular material which a member may remove.
5. LSP does not undertake to make available any material of any description whatsoever.
6. A member shall take proper care and attention in collecting, handling, distributing and supervising the use of all and any materials collected from LSP and without prejudice to the generality of the forgoing, shall ensure that such collection, handling, distribution and supervision shall be carried out by responsible and qualified people, and in particular any qualities, characteristics and dangers in any such materials pointed out by LSP shall be brought to the attention of all persons collecting, handling, distributing and supervising the use of any such materials.
7. Persons collecting materials from the *Children’s S.C.R.A.P Project* must have had experience of working with the user groups of their organization and their particular needs and/or problems.
8. That a project member shall properly insure against any damage, loss or injury which may occur from the negligence or act or omission of their servant or agent to any property or to any person by or arising in connection with any materials supplied by LSP against any claims, demands, expenses, proceedings, costs, charges, whatsoever in respect of any loss, damage or injury as aforesaid.
9. LSP shall not be responsible for any economic loss, nor for any loss of, or damage to, any property whatsoever whether or not arising from the negligence of LSP.
10. The financial liability of each member is limited, in the event of the Company being wound up, to a guarantee to pay £1.
11. The London Scrap Project is administered by a Board of Directors, elected at the AGM by the members.
12. Membership gives the Member full right to participate in the Company’s affairs and to receive a copy of the Annual Report.
13. All member organizations must undertake to record all unpredicted reactions, accidents or incidents associated with the use of any materials provided by the Project. The member organizations must inform the Project of that incident or reaction as soon as possible after the event and in any event must submit a full written report no later than two weeks after the event.
14. LSP reserve the right to alter or otherwise add to these conditions by giving written notice.

**2020/21 Opening Times**

**Opening times**

|  |  |
| --- | --- |
| **Monday** | **10:00am – 6:45pm** |
| **Tuesday** | **12:00pm – 4:45pm** |
| **Wednesday** | **12:00pm – 4:45pm** |
| **Thursday** | **12:00pm – 4:45pm** |
| **Friday** | **Closed** |

***No cards, no admission***

**Members are allowed to park cars in the+ *Children’s S.C.R.A.P Project* yard.
We do our best to accommodate vans but we cannot guarantee space for it.**

**Due to reduced space, please follow parking instructions as told for a smooth use of the parking facilities for all members.**