

SPP Accreditation Application Form

SchoolPhotoPRO was started in 2006 and supports photographers engaged in school and pre-school photography and no other field of photography. SPP accreditation shows:

- *you have a proven track record of work.*
- *you have satisfied customers that would recommend you.*
- *you have attained a high level of photography and service.*
- *you will maintain a high level of service because you are monitored.*
- *you adhere to a strict Code of Conduct**

All of the above factors are important to schools when looking for a new supplier.

Associate membership of SPP is restricted to individuals or companies engaged in the production of images for the school photographic market. Membership is for you if you are either an independent photographer, or the main photographer and contact of your company. Non-active photographers can join but as per our Code of Conduct, any photographers that you use, need to be SPP registered as a minimum standard. A scale of fees for employees are listed below.

*SPP Code of Conduct downloadable at http://www.schoolphotopro.com/forms/SPP_CodeOfConduct.pdf

Benefits for Accredited School Photographers:

- Entry into our school photographer directory.
- Advertising support.
- Access to SPP approved training sessions (results in SPP certification)
- Access to print competitions to support your marketing.
- Discounted meetings and workshops.
- Customer feedback system.
- Access to the 'associate only' section on our forum.

For accreditation we require from you:

- ✓ A CRB disclosure less than 3 years old.
- ✓ A photocopy of your Public Liability insurance.
- ✓ The name of two companies (pro-lab, business supplier etc.)
- ✓ Confirmation from three schools (We have forms for this purpose.)
- ✓ A passport style photograph for production of your lanyard ID card.
- ✓ Your company logo for production of your lanyard ID card.
- ✓ **ONLY £45 initial fee for your introductory year and then £95 annually.**

Employee and Freelance Membership

This membership level is for your employees and any freelance photographers you use. They will be listed on our site as registered school photographers.

What we require for your each of your employees:

- ✓ A CRB disclosure for them that is less than 3 years old.
- ✓ A photocopy of Employers Liability insurance to show they are covered.
- ✓ A passport style photograph for production of their lanyard ID card.
- ✓ Your company logo for production of their lanyard ID card.
- ✓ Annual fee - see scale below.

1-5 heads, £45 each per year 6-10 heads, £95 each per year 11-20 heads £145 each per year 21+ heads £265 each per years

How to apply for SPP Accreditation

INSTRUCTIONS

- Complete the attached application form in **BLOCK CAPITALS**.
- Please supply **a photocopy** of (or scan and email to the address below) your CRB disclosure and Public Liability insurance. Please note that we need to see your **complete CRB disclosure**. The number alone will not be accepted.
- Supply the contact details of two companies (pro-lab/business supplier) who would be able to verify your identity.
- Proof of your photography track record needs to be supplied on our form located at:
http://www.schoolphotopro.com/forms/Accreditation_Client_Confirmation.pdf
- Please supply a passport style photograph of yourself for your ID card* Head and shoulders on a white background. Please email this to us at admin@schoolphotopro.com.
- Please supply your company logo* or artwork along with an ID photograph for your ID badge.
- Date and sign the form and post to our FREEPOST address.

***Logos should be no larger than 3cms x 9cms at 300dpi. ID Photos need to be 4.5cms x 3.5 cms at 300 dpi,**

