



IPSWICH POETRY FEAST

Teacher Checklist

Please complete the following checklist before submitting entries:

- Student name and/or school details DO NOT appear on any page of the poem.
- There is only a single poem to a page (or pages).
- The poem has been typed in black font on white A4 paper. (Colours, excessive decoration, and fancy font do not photocopy or scan well and can be difficult for the judges to read).
- If the poem is hand written, please ensure it is clear and legible. (Handwritten poems are often difficult to read and this is not encouraged unless there are special circumstances).
- There is an entry form for every poem submitted.
- Two copies of the poem are enclosed (Original and copy).
- The entry form has been signed by parent/guardian. Where this has not been possible, Teachers CAN sign on behalf of students. Should the student's poem be among the winning entries, the Committee will then seek the parent's written consent.
- The students name and school details are on the entry form.

Please Contact Ipswich Libraries if you are struggling to meet the closing date.

For further information or enquiries regarding the Competition, please contact Ipswich Central Library on (07) 3810 6754, email: IpswichPoetryFeast@ipswich.qld.gov.au or visit our website at: Ipswichpoetryfeast.com.au

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