

The Spark Arts for Children

Vital Spark 2025/26

Submitting an application – Easier Read

How to apply

Thank you for your interest in applying to the Vital Spark programme. You can apply in a variety of formats, and we encourage you to use the format you are most comfortable with.

Each strand of the programme has a different online portal for you to make your application. When you arrive in the application portal you will be able to complete your personal details using the form, then choose to either:

- Answer the questions in written format
- OR upload a video file that answers the questions
- OR upload a voice recording that answers the questions.
- And you may also decide to provide us with a link to support your application.

If you want to submit a video or voice application, you can use the voice or video recording guidance sheet which will guide you through the process.

You can also download PDFs from the website which give you the questions you need to prepare answers for. This is sometimes a bit easier than doing it all directly in the application portal.

When your application is ready, please click on the link below to access the application portal for the strand you are applying for:

- Vital Spark Ideas Fund: [Vital Spark: Ideas Fund application](#)
- Vital Spark Relationship Programme: [Vital Spark: Relationship Programme application](#)

Ready to submit?

We'll need to have received your submitted application through our online portal by midday (12pm) on **Friday 10th October 2025**.

Got a question about the application?

If you have any questions about how to make your application or if you have any questions relating to the programme itself, please contact the team on: admin@thesparkarts.co.uk or call 0116 2616893.

Online information session: 17th September, 6.30pm

We're hosting an informal online info and Q&A session where we will explain a bit more about the programme and answer questions you have on **Wednesday 17th September at 6:30pm**.

This will take place on Zoom and will be British Sign Language interpreted if requested. To sign up you can email admin@thesparkarts.co.uk or call 0116 261 6893.

Here is the pre-registration link for the session [Online information session: 17 September, 6.30pm](#)

Arrange a chat

Email us at VitalSparkLead@thesparkarts.co.uk to arrange an informal conversation with one of the team to find out more about Vital Spark

Thank you and we look forward to receiving your application!

About your Personal Information

The Spark understands how important it is to protect your privacy and takes its responsibilities regarding the security of your information very seriously.

We are committed to protecting your personal information and being transparent about what information we hold about you. We will only use any personal information you send us for the purposes for which you provide it or where allowed by law.

We use your information in accordance with all applicable laws concerning protection of personal information, including the General Data Protection Regulation (GDPR) and Privacy & Electronic Communications Regulations (PECR).

Security of your personal information

We will put in place appropriate safeguards (both in terms of our procedures and the technology we use) to keep your personal information as secure as possible. We will ensure that any third parties we use for processing your personal information do the same.

Maintaining your personal information

The Spark Arts for Children will use the information you provide in this form to process your application. If your application is successful and you are appointed to the post, this form will be kept on your personnel file.

If your application is unsuccessful, your data will be kept on file for six months after the completion of the recruitment exercise and then destroyed.

Your rights to your personal information

You have a right to request a copy of the personal information that we hold about you and to have any inaccuracies in this data corrected. We do not charge for this but reserve the right to charge a fee if additional information is requested that will incur excessive administration costs.

Contact details and further information

If you would like further details on how your information is used and stored, or would like to access, update or remove your data, please contact admin@thesparkarts.co.uk

Our full Data Protection and Privacy Policies can be seen on the website thesparkarts.co.uk/company-policies

The Spark Arts for Children

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