

Terms and conditions

1. The Promoter of the **TfL** STARS Top Schools Awards (“the Competition”) is Transport for London, Endeavour Square London E20 1JN. Nominations are open to anyone 18 years or over, excluding employees of Transport for London, or any of their subsidiaries, advisers, agents and/or anyone connected with the organisation of this event.
2. The nomination process begins on 30/02/2023 and ends on 21/03/2023. All nominations must be submitted before the Closing Date on 21/03/23. The Top Schools event will be held at the Oval (Kia) on 22nd May 2023
3. Transport for London shall not be responsible for late, lost or delayed nominations or network, computer hardware or software failures of any kind that may delay or restrict nomination entries.
4. Nominations must be made by a person over the age of 18. Nominators do not have to work at or attend the school or schools they nominate and they may nominate more than one school per category.
5. The finalists will be selected from the nominated schools for each London region in each category. An overall winner will then be selected and announced on the day of the Top Schools Awards event in 2023.
6. All finalists will be contacted by week beginning 27th March 2023.
7. Your nomination must not promote your own or third party goods or services or include any trade marks and must not promote inappropriate or dangerous behaviour, or otherwise be obscene, defamatory, distasteful, offensive or in breach of any applicable law or regulation. If we have reason to believe your nomination breaches this paragraph, then we may not consider it and may disqualify it.
8. By submitting a nomination for the Top Schools event, you give Transport for London permission for your narrative and any supporting evidence to be published on Transport for London and the London Transport Museum’s websites and social media channels and you grant Transport for London and the London Transport Museum a non-exclusive, royalty-free, worldwide licence to use and publish your nomination content. You must ensure that you have the appropriate permission to submit this content. In order to comply with our data protection and safeguarding policies, we cannot accept submissions that contain people’s faces.
9. Only entries submitted via the online form on the TfL STARS website www.stars.tfl.gov.uk will be accepted.
10. The finalists and the nominator who submitted the finalists’ applications will be notified via email.
11. The judges’ decision is final and binding in all matters and no correspondence will be entered into.
12. The Promoter reserves the right to substitute any prizes with a prize of equivalent or higher value in the event of circumstances outside of its control. There is no cash alternative to prizes.
13. Entry into the Competition by the nominator implies acceptance of these terms and conditions. Transport for London reserves the right to refuse to exclude nominations from anyone found to be in breach of these terms and conditions.

14. These terms and conditions are governed by English Law and shall be subject to the exclusive jurisdiction of the English Courts

Finalist dates for communication:

Regional finalists will be announced on the TfL STARS website on the week beginning 27th March 2023. The overall winning school for each of the categories will be announced on the event day itself which is 22nd May 2023.

Judging

15. Each nomination will be scored in three categories: creativity, innovation and how well it meets the category criteria.
16. The top scoring nominations for each region in each category will be shortlisted and the regional winners will be picked by the activity sponsors and stakeholders.
17. A single winner for each category will be selected from the regional winners by the activity sponsors and stakeholders.

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18. This nomination process must name a school that is registered on the TfL STARS website. Nominations will be excepted from anyone 18 years or older, except for employees of Transport for London and London Transport Museum, their families, agents and anyone else connected with this promotion.
19. The prizes are a range of experiences and products relevant to Active Travel, Behaviour Change or Road Safety.
20. A total of 28 prize bundles will be awarded.
21. Prizes are subject to availability. In the event of unforeseen circumstances, Transport for London reserves the right (a) to substitute alternative prizes of equivalent or greater value and (b) in exceptional circumstances to amend or foreclose the promotion without notice. No correspondence will be entered into.
22. The finalists will be notified via email on the week commencing 27th March 2023 and they will be invited to attend the TfL STARS Top Schools Awards on 22nd May 2023. The finalists must respond to confirm their attendance at the awards event by 30th March 2023 in order to secure a place at the event.
23. Transport for London may disqualify any nomination which does not comply with these terms and conditions or who has been deemed acting in a manner that is fraudulent, dishonest or unjust to other entrants including, without limitation, tampering with the operation of the process, manipulating or rigging votes, hacking, deceiving, cheating or by harassing or threatening other entrants or a representative of Transport for London or the London Transport Museum.
24. By entering a nomination each nominator agrees to be bound by these terms and conditions.

25. All entrants' details will be recorded and dealt with in line with the Museum's privacy and data handling policy. Individuals will not receive any further marketing communication from Transport for London or the **London Transport Museum**.

26. Any personal data relating to the finalist and winner or any other entrants will be used solely in accordance with current UK data protection legislation and will not be disclosed to a third party without the entrant's prior consent.

27. The information provided will be used in conjunction with the following Privacy Policy found at <https://tfl.gov.uk/corporate/privacy-and-cookies/privacy-and-data-protection-policy>

28. These terms and conditions are governed in accordance with the laws of England and Wales.

Privacy statement

Transport for London, its subsidiaries and service providers, will use your personal information for the purposes of administering this competition, informing you if you have won and if so, issuing your prize. If you have previously registered as a customer with Transport for London we will also use this information to check that your existing contact details are up to date. Your personal information will be properly safeguarded and processed in accordance with the requirements of the Data Protection Act 1998.