

**TERMS & CONDITIONS  
SCHOOLS PUBLISHING LTD.**

**Advertisements:**

Advertisement Copy is accepted from Advertisers (or authorised Advertising Agencies acting on Advertisers behalf) by the Publisher (Independent Education Today, Further Education Today and Building For Education, a trading style of Schools Publishing Limited) on the following Standard Terms and Conditions:

- 1) All copy and content is subject to approval by the Publisher, whose decision is final.
- 2) All copy and content must be legal, decent, and in good taste, and meet all regulatory requirements.
- 3) All copy and content must be the intellectual property of the Advertiser or authorised for use in Independent Education Today, Further Education Today, Building For Education by the intellectual property owner without infringement of copyright. The Advertiser will indemnify the Publisher against any damages and or expenses which the Publisher may incur as a direct or indirect consequence of the Advertisement's appearance in the magazine in respect of any claim including but not limited to libel and infringement of copyright or design rights.
- 4) The publisher will not be held responsible for consequential loss due to the rejection of material deemed unsuitable, the non-appearance of advertisements, or errors therein. In the event of Publisher error the liability of the Publisher shall be limited to the cost paid for that single Advertisement insertion.
- 5) Copy and content is to be supplied by the Advertiser or Agencies by the stated deadline.
- 6) Payment terms are strictly 30 days from invoice. All charges from the Publisher are subject to VAT at the rate prevailing upon invoice date. Queries must be raised within seven days of invoice. Supply of copy and or content are deemed to be sufficient evidence of agreement to pay even where no signed contract exists. Late payments will attract an interest charge 1% above the Bank Base Rate.
- 7) Leaflets: Similar terms and conditions are deemed to apply to leaflet inserts and distributions.
- 8) Cancellations: must be made not less than two weeks prior to the published copy deadline date. Failure to comply will result in a charge being made for the full cost of the advertisement space booked.

**Editorial:**

- 1) All submitted copy and content is subject to approval by the Publisher, whose decision is final.
- 2) All submitted copy and content must be legal, decent, honest, and in good taste, and meet all

regulatory requirements.

3) All submitted copy and content must be the intellectual property of the Submitter or authorised for use in The Independent Schools Magazine by the intellectual property owner without infringement of copyright. The Submitter will indemnify the Publisher against any damages and or expenses which the Publisher may incur as a direct or indirect consequence of the editorial appearance in the magazine in respect of any claim including but not limited to libel and infringement of copyright or design rights.

General Guidelines:

By way of general guidance, both advertising and editorial submissions should not:

- \* be likely to cause offence to or be an adverse influence on users of any age
- \* be racist or sexist, sexually explicit, provocative, offensive, blasphemous or abusive
- \* contain swear words or other language likely to offend
- \* promote or encourage unlawful, distasteful, or unsafe/dangerous activity
- \* breach anyone else's copyright, or pretend to be from someone else
- \* be inaccurate, out-of-date, malicious, mischievous
- \* be written in anything other than straightforward English
- \* contain information which you are not properly and fully authorised to submit