IMPORTANT POINTS TO NOTE 2016

The following important issues were raised at the Performing Arts Festival Review meetings. Please ensure that these items are addressed in accordance with the Rules & Procedures of the Festival.

ON LINE ENTRIES
All Entries to the Festival are available on line through the Catholic Arts Website www.catholicarts.wa.edu.au. Attached in your package are ‘Instructions on How To Enter On Line’. Please contact the Catholic Arts Office staff if you have any questions, difficulties or concerns.

CLOSING DATE OF ENTRIES: FRIDAY, 6TH MAY 2016
Entries may be submitted well before the closing date. Please ensure there are no entries listed as “In Progress” on your Home Screen.
Coordinators - Log in early so you are aware that your access is working correctly. Don’t leave entering on line to the last date.

ALL MUSIC IS DUE ON FRIDAY 20 MAY 2016 - MUSIC SUBMISSION (for sections where music scores are required) FOR GROUP PERFORMANCES AND SOLO/DUETS
(Two weeks after closing date of entries.)
Please post your music to the Catholic Arts Office once you have submitted your on line entry.

Remember to write (on the first page of the music sheet only)
- Performer’s Name
- School
- Section Code.

If music is not submitted, you will be ineligible for an Award of Excellence.

UPDATED SECTIONS
The following sections have been updated for 2016:

Bible Reading: B4
Choral Speech, Solo Speech & Drama: M5-M13
Contemporary Band: F21
Dance: P1/P2
Drama Production: N
Musical Production: G
Speech & Drama: M1-M4
Sacred/Liturgical Choral: A1-A5: now known as Sacred Choral Music
CONFLICTING DATES WITH SCHOOL CALENDARS

Please ensure that you have checked your School’s calendar before submitting entries in the festival. Performance dates should not clash with PD days, Catholic Days, Pupil Free Days, Excursions, Camps, Sports Days etc. Once the timetabling is complete, the office will not be able to swap dates of performances. We ask for due consideration before entering the festival.

BISHOPS TESTING 2016

An email was sent on 24th November 2015 regarding the following:

It has come to our attention that the Bishops’ Religious Literacy Assessment is scheduled in Weeks 2, 3 and 4 of Term 3. Consequently this clashes with some of the events scheduled with the Performing Arts Festival. We were advised that school Principals wanted testing in Term 3. The following year groups will be affected:
Year 9 – Week 2  
Year 5 – Week 3  
Year 3 – Week 4  
CEO have informed us that testing times are scheduled by schools for any day within the assigned week for the year level. In 2016, the RE tests will be administered online and the testing time has been extended to accommodate the online administration.

As a result, the Festival Committee would like to bring this to your early attention so that you can have a discussion with your leadership team at school about how your school’s decision concerning the day they choose to do the BRLA might impact on students’ capacity to be involved in certain sections of the festival. In the event that a clash does become unavoidable, you have the option of inserting a ‘Special Request’ and nominating a date to perform to avoid a clash.

There may be the odd occurrence, however, where it may not be possible for a student to perform due to the BRLA. The Festival calendar is a busy 5 ½ weeks and unfortunately after taking into consideration the BRLA, changes to the calendar could not accommodate all year levels and would ultimately affect someone involved in the testing. This is a matter for further review for future planning of the festival between the Executive Committee and CEWA.

Enclosed with this Package is the 2016 PAF Calendar (subject to change) - this should give you an indication of what days might best suit your school to run the BRLA.

I apologise for any inconvenience this may cause you or your students and do hope that you would be able to nominate a different date to perform without any clashes.

Sabrina D’Roza  
Executive Officer

VENUE UPDATE

Drama & Mime Secondary (M2-M4) (Evenings)  
Sacred Choral Music (A3-A5) (Evenings)  
Big Band/Jazz Combo (F19, F20) (Evenings)  
Concert Bands & Symph Orch (F15-F18) (Evenings)  

La Salle College  
All Saints Parish, Greenwood  
La Salle College  
Chisholm Catholic College
TESTING & TAGGING OF ALL ELECTRICAL CABLES & EQUIPMENT
Please ensure that all testing and tagging of any electrical cables and/or equipment is visible and has been passed by a qualified electrician. If any faults occur within a venue as a result of your equipment not being tagged or passed, the cost of the call out fee for an electrician to rectify the fault will be charged to your school.

PASSING ON INFORMATION
If you are a PAF Coordinator at your school, it is very important that the relevant information for each section is passed on to each teacher, tutor, accompanists concerned. Advertising the festival in your newsletter is a great way that parents are also informed specifically for students who are tutored outside of school. It is extremely important that teachers are familiar with the Memo for each section outlining commencement times, parking info, maps and any reminders.

PRINCIPALS’ RESPONSIBILITY
It is the responsibility of the Principal to ensure items are appropriate and suitable in content of song, choreography and costume choices. (E.g. no drugs, inappropriate language or dress, suicidal or sexual connotations). The Principal (Nominated Representative or PAF Coordinator on behalf of the Principal) must check the list of entries on line and tick the box on the on line entry acknowledging the school’s acceptance of the Festival Rules & Procedures.

PRIVACY INFORMATION FOR PARENTS & STUDENTS
Please refer to the attached Privacy Information Sheet for Group Performers and Solo/Duet Performers. This important information must be advised to all parents of festival participants.

FOLLOWING CHANGES IN DATES OF SECTIONS
Sec Woodwind/Brass: 2 lots of 3 days
Weds Aug 10 to Fri Aug 12
Mon Aug 15 to Weds Aug 17

Symphonic Orchestra & Concert Bands (Evening)
Mon Aug 15, Weds Aug 17 to Fri Aug 19. No Tuesday evening event due to Angelico Opening Night.

FESTIVAL ENTRY FEES
There have been no increases in entry fees for 2016. The Catholic Arts Office will issue invoices for Festival entries after the closing date for all entries that have been submitted. Once invoices have been issued, there is no refund of fees if a withdrawal takes place after the issuing of an invoice.
DIFFERENT ADJUDICATORS
The Committee had decided that it would be a good idea to try and rotate as many adjudicators as possible. This gives students a chance to obtain different feedback over their schooling years.

VOCAL SINGING SOLO/DUET
After in depth discussion, it was agreed to once again stipulate that vocalists use Accompanists NOT CD’s or backing tracks. In 2015, we also noticed that a few schools requested all their vocal performances to be scheduled on the one day and sometimes in one session. The committee would like to offer schools the opportunity of hearing other schools perform (rather than listening to your own school.) This Special Request may not be adhered to and you will be contacted if you have requested one specific date for all your performances.

MARY MACKILLOP SONG COMPETITION
This is the 150th year celebration of Mary MacKillop by the Sisters of St Joseph of the Sacred Heart. To celebrate this special anniversary, a song-writing competition is being held. This is not part of the Performing Arts Festival, however, information on the song competition and how to enter is available on the Catholic Arts Website.

RULES AND PROCEDURES
Please refer to the Rules and Procedures for all sections to ensure you are aware of what pertains to each section.

SECTIONS WHICH HAVE SEATING PLANS
Please be advised that sections which require seating plans - schools have one week to request any changes. After that week NO further changes or requests will be considered. The Festival Package of Timetable Info is sent to schools on June 17th.

DANCE & PRIMARY PIANO
The above sections occur on the same dates. Please be mindful if your school is submitting an entry for any of these sections. Please check the Festival Calendar and nominate a performance date so as to avoid timetable clashes.

HONOURABLE MENTIONS & CERTIFICATES OF MERIT
Honourable Mentions are a top award deemed by the Adjudicator to be worthy of special commendation. Certificate of Merit is similar to an Encouragement Award.

Honourable Mentions are not dependent on the number of ticks received. For this reason comparison of adjudication reports is discouraged. As this is not an examination with marks or grades, various criteria are taken into consideration. Eg. difficulty of piece played. The final decision regarding presentation of Honourable Mentions rests with the Adjudicator.
MUSIC & CD PLAYERS (EXCLUDING DANCE SECTION)
Please note: When providing music for certain sections at the Performing Arts Festival to be played using a CD player, the music must be supplied on an IPod (1st preference); or MP3 player (2nd preference). CD’s are discouraged. These facilities are available for use on CD players provided by the Catholic Arts Office. However, music must not be copied using data formats as this causes problems with the CD Player and more than often does not read or play back properly. We encourage you to bring your own CD player ensuring that the music can be played back correctly. It would be disappointing to have any disruption in your event before a performance commences.

SPECIAL REQUESTS
Special Requests are taken into consideration only in extenuating circumstances and in accordance with reasons stated in Appendix 4B (see website for further details), however not all requests may be accommodated.

VIDEO RECORDINGS OF FESTIVAL PERFORMANCES
The general public may video or photograph a Festival performance depending on Venue considerations – flash photography is not allowed. Certain privacy restraints relating to entrants or schools may be in place, whereby videoing or photographing of those performances will not be allowed. The audience will be advised of these by the MC at the commencement of each section.

PERFORMANCES AT ZENITH
If you have arrived early and the previous session is still occurring, please wait on the lower level and do not enter the Auditorium. Do not wait underneath the spiral staircase or crowd the reception area. Your consideration of this venue request is appreciated.

A warm-up room is available on lower level (Stirling Hwy).

MUSICAL & DRAMA PRODUCTIONS
Entrants in this section (G2,G3, N) are asked to please video record their productions (standard video). This will be used if a school receives an Honourable Mention and is in contention for the shield. The video will then be reviewed.
IMPORTANT DATES

Entries close on FRIDAY 6th MAY 2016

Primary Play or Excerpt (Section M1) Scripts and a simple lighting plan to be received by Monday 15 August

Drama & Mime Secondary (Sections M2 – M4) Scripts and a simple lighting plan to be handed to Coordinator on day of performance

Dance (Sections P1 – P2) Stage Management Form due Monday 1 August (this is included in the Dance Package)
Ticket Reply Form (indicating if you wish your students to watch either 1st/2nd half of the show in the audience – due Friday 30th June (form to be emailed to schools)
Dance Tickets on Sale to Public Monday 25 July

FESTIVAL CONCERT
Monday 12th September, Perth Concert Hall, commencing at 7.00pm.