

# **IMPORTANT POINTS TO NOTE 2019**

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.

## **UPDATED SECTIONS OF THE FESTIVAL**

**It is vital to re-visit each Rule pertaining to the sections of the Festival that you have entered.** The Rules of the Festival are available on the Catholic Arts website ([www.catholicarts.wa.edu.au](http://www.catholicarts.wa.edu.au)).

Sections that have been updated this year are:

- F: Instrumental Ensembles
- G2-G3: Musical Productions
- M2-M4: this section is now called “Drama Ensemble Scripted or Devised”
- M11-M13: Secondary Solo Drama
- N: Drama Productions

## **VENUE UPDATE**

**Concert Bands (F15-F18):** Churchlands Concert Hall – This will be a ticketed event – information to follow in due course

**Contemporary Bands (F21):** Prendiville Catholic College

**Loreto Nedlands: Students/Families Requiring Special Mobility Access (J1-J8):** 1 day only for Primary Woodwind/Brass Solo/Duets held Friday 16<sup>th</sup> August. 1 day only for Secondary Woodwind/Brass Solo/Duets held Monday 26<sup>th</sup> August.

**Drama Ensemble Scripted or Devised Sec (M2-M4):** St Norbert College (evening performance)

**Solo Drama Sec (M11-M13):** Servite College

**Instrumental Ensemble Guitars – Acoustic/Classical & Electric:** Don Russell PAC

## **REGIONAL SCHOOLS ENTERING CHRISTIAN DANCE (C1,C2) AND DANCE (P1, P2)**

For those regional schools who would like to enter both Christian Dance and Dance, an opportunity exists to perform your Christian Dance piece on Weds 21<sup>st</sup> Aug at Mercy College, Chapel of St Brigid, 10.00am – 11.00am. You then have the option of entering Dance at Perth Convention Exhibition Centre during that same week. This will hopefully alleviate transport costs of having to attend 2 different sections of the festival on different weeks. Please ensure you insert a special request on your Christian Dance online entry. Please note however, there will not be an additional rehearsal date for this section, you will be asked to perform your Christian Dance piece on the Weds.

## **DANCE THEMES**

Please be mindful when selecting your theme for Dance and remember the theme must be 'G' rated and suitable for younger audience members. (Dark themes, haunting music, confronting topics - suicide, child abuse - are not appropriate for this section.)

## **SEC SOLO DRAMA**

This section was not designed as a trial run for WACE exam. Students are able to submit OSPs but this is not a platform for WACE exams. The adjudication comments may/may not reflect WACE requirements.

## **ONLINE ENTRIES**

All Entries to the Festival are available online through the Catholic Arts Website [www.catholicarts.wa.edu.au](http://www.catholicarts.wa.edu.au). 'Instructions on How to Enter Online' are also included on the website. Please contact the Catholic Arts Office staff if you have any questions, difficulties or concerns. We are here to help.

## **CLOSING DATE OF ENTRIES: SUNDAY, 12<sup>th</sup> MAY 2019**

Entries may be submitted well before the closing date. Please ensure there are no entries sitting "In Progress" on your Home Screen after closing date.

Coordinators - Log in early so you are aware that your access is working correctly. Don't leave entering online to the last minute as we cannot accept late entries.

## **ALL MUSIC AND STAGE PLANS ARE DUE ON FRIDAY 24<sup>th</sup> MAY 2019**

(For those applicable sections where music and stage plans are requested.)

We ask schools to please use either Registered Post or Courier Service for delivery of music/stage plans to the Catholic Arts Office once you have submitted your online entry. Please DO NOT USE the CEWA Internal Bulk Mail service as this mail is collected once a week and will not arrive at the office in time.

Remember to write on the first page of the music sheet only:

- Performer's Name
- School
- Section Code.

If music/stage plans are not submitted by the due date, you will be ineligible for an Outstanding Award, Excellence Award or Perpetual Shield.

## **CONFLICTING DATES WITH SCHOOL CALENDARS**

Please ensure that you have double 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.

## **PRE PRIMARY ENTRANTS INTO PRIMARY DRAMA SECTION (M1)**

After a trial in 2017, it was agreed that Pre Primary students can continue to enter into this one section of the festival.

## **CERTIFICATES AWARDED**

The marking criteria for Adjudicators is used as a guide only. Adjudicators have been briefed on the criteria. Awards are not determined by the number of ticks received on an adjudication report. The Awards are at the adjudicator's discretion. Some Adjudicators award freely whilst others do not. The Office cannot overturn an Adjudicator's decision on whether a performance should have received an award.

## **RESPECT OF VENUES**

If your school is involved in the Festival in group performances – it is **extremely important** that there are enough teachers travelling with and supervising students. There must be a teacher supervising students in the warm up rooms (students are not to be left on their own) and students must remember to respect the property and adhere to any staff instructions at venues.

Coordinators are also asked to remember to carefully read the Information Memorandum that is sent with the timetable package. This memo provides important information on what is/isn't provided at venues. Schools are asked to bring their own equipment where required. The Festival committee is indebted to Principals and staff hosting various events of the festival at their schools. We ask for due consideration in this matter.

## **VOCAL SINGING SOLO/DUET**

A reminder that vocalists must use Accompanists NOT CD's or backing tracks. The committee would like to offer schools the opportunity of hearing other schools perform during sessions. Whilst we've had requests from some schools that all their vocal performances be scheduled on one day and in one session, this may not be possible.

## **SCHOOL EXCURSION GUIDELINES / INSURANCE COVERAGE**

The office has available all Evacuation Plans/Emergency Plans and Public Liability Insurance for all venues and schools used for festival purposes. All our external venues are covered by insurance and any contractors/sub-contractors working in conjunction with Catholic Arts are also covered. If you have any queries on this, please liaise directly with the Executive Officer at Catholic Arts Office.

## **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 teachers, tutors, accompanists concerned. Advertising the Festival in your newsletter is a great way to inform parents, specifically for students who are tutored outside of school. It is important that teachers are familiar with the Information Memorandum sent in June for each section outlining commencement times, parking info, maps and any other important information pertaining to that particular section.

## **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 online and tick the box on the online entry acknowledging the school's acceptance of the Festival Rules & Procedures.

## **PRIVACY INFORMATION FOR PARENTS & STUDENTS**

Please refer to the Privacy Information Sheet for Group Performers and Solo/Duet Performers. This important information must be advised to all parents of Festival participants.

## **MUSIC & CD PLAYERS (EXCLUDING DANCE SECTION)**

Please note: When providing music for certain sections using a CD player, the music **must be** supplied on an iPod/iphone (1<sup>st</sup> preference); or MP3 player (2<sup>nd</sup> preference). These facilities are available for use on most CD players provided by the Catholic Arts Office, however, music must not be copied using data formats as this causes problems with the read and play back. 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. If using a CD, please ensure it is an original, unscratched CD. If using a mobile phone, please bring your own aux cord and adaptor applicable for your phone.

## **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 can be accommodated.

## **TIMETABLING**

Timetable Changes: The Festival Committee has ruled that schools may not request changes to timetables and emphasises the need for schools to adhere to the allocated performance dates and times. The office will not be able to swap dates of performances once timetabling has been completed. Schools will receive their timetable package in June.

## **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. **Filming at the Dance section is not permitted.**

## **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). The video will be reviewed by a panel of judges if a school is in contention for the shield.

## **SUBMISSION OF VIDEOS FOR SECTIONS IN THE FESTIVAL – REGIONAL SCHOOLS ONLY**

Regional schools may submit a video to the Catholic Arts Office for adjudication purposes if the school cannot attend a venue due to difficulty in transport costs. The video must be of good quality.

## **INFORMATION MEMORANDUMS**

Important section details are included in the Information Memorandum sent in the Timetable Package on 20<sup>th</sup> June. Please ensure you have read the Memo and are familiar with the setup, parking, and any other submissions due by a specific date (e.g. scripts, lighting plans etc.)

## **OPENING MASS**

Thursday 25<sup>th</sup> July, 10am, St Mary's Cathedral.

## **FESTIVAL CONCERT**

Monday 16<sup>th</sup> September, Perth Concert Hall, commencing at 7.00pm.