



Festival Rules

Entries

- Entries must be booked via Play & Perform and will be confirmed via the booking system.
**In the event of a large entry the festival reserves the right to close the entry system once maximum numbers have entered which may be ahead of any advertised deadlines.*
- Competitors may perform not more than: once in their own age group for each solo classes and a maximum of two dances within duet classes.
- Competitors must enter and dance in the correct category for their age and genre.
- Notification of class times/timetable will be available on the Play & Perform site prior to the festival. Full programmes will be available for purchase on the first day of the festival.
- Substitution of another name for one in the programme will NOT be permitted for solo entries. In duets & trios/quartets a substitution of ONE name may be made. Please note that it may not be possible to reflect the name change on certificates/adjudicator reports provided as these are generated prior to the event.
- We reserve the right to return an entry without assigning a reason.
- Groups are deemed to be made up of 5+ performers.

Age Classifications

- Unlike many other festivals South Theatre Arts take the competitors age on the first day of the competition they are attending. i.e. for our February Competition – Qualifying age would be based on their age as of 17th February 2023.
- South Theatre Arts Festival reserves the right to request proof of age if necessary, in the case of a dispute.
- Please note that Play and Perform booking system will automatically show classes available to enter applicable to the date of birth provided. Age categories can be found at [INSERT LINK](#) and outlined below.
- Strictly no fees will be refunded under any circumstance – including having to self-isolate as costs will have already been incurred.
- Age classes may be joined or split dependant on class size.

Category	Age range
Under 5's	0-4 years
Primary	5 & 6 years
Junior	7 & 9 years
Intermediate	10 & 11 years
Intermediate Plus	12 & 13 years
Senior	14 years +
Duets, Trios, Quads & Groups	Class categorisation should be taken from the oldest performer in the duet/trio/quad or group. <i>i.e. The oldest dancer is 13 years old; the group should be entered into Intermediate Plus Groups.</i>
Mixed Age Duets	There should be a minimum of 4 years age difference between competitors.
Mixed Age Groups	Mixed age groups should show representation of at least two competitors per age group and fall within at least 3 age groups as broken down above.

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Time Limits

- Full details can also be found in the timing section, for clarity timings for each age category are outlined below and should be strictly adhered to, points may be deducted for performances over the allowed time limits.

Category	Solo's (Dance)	Song & Dance	Vocal	Duets	Trio/Quads	Groups
Under 5's	1 m 30 s	1 m 30 s				
Primary	1 m 30 s	2 m		2 m	2 m 30 s	
Junior	1 m 30 s	2 m	3 m	2 m	2 m 30 s	5 m
Intermediate	2 m	2 m 30 s	3 m	2 m 30 s	3 m	5 m
Intermediate Plus	2 m	2 m 30 s	3 m	2 m 30 s	3 m	5 m
Senior	2 m	2 m 30 s	3 m	2 m 30 s	3 m	5 m

Music

- Music should be uploaded via Play & Perform in **MP3 format only** at least **four weeks** prior to the commencement of the festival.
- A deadline date will be communicated via the usual social media channels and emailed to subscribers for closure in preparation of the event.
- No music can be accepted on the day and therefore please ensure all music uploaded by the deadline date to avoid disappointment. Please always check your music to ensure the correct version is uploaded, we cannot be held responsible for incorrect music
- No amendments past the deadline date will be accepted as music is compiled into playlists for the event and will be taken as the versions uploaded on the deadline date.
- Any entries without music will be withdrawn from the class.
- Please bring back up copies with you in the event of any issues. Backup copies should be in the form of digital track on either a phone or USB (CD's are NOT accepted). This must be with a teacher or parent in the auditorium - you will not be asked to hand it in.

Dance Titles

- **Dance titles for National, Character & Greek Sections** should be uploaded via your Play & Perform Account.
- A deadline will be announced via the usual social media channels and emailed to subscribers by way of a reminder.
- To access - please log in to your Play & Perform account, go to your entries (usually entitled 'View my entries').
- Find the entry to update, click the pencil icon on the left-hand side to edit.
- You will see the heading 'Q. What is the title of the dance?', in the text box directly underneath, simply add the title and any synopsis* to be read out at prior to the start of the performance.
**Please try to keep introductions to a minimum where possible.*



Venue/Entry fees

- One complimentary Teacher's pass will be provided for one teacher per school and are required to be named in advance.
 - Competitors must report to the entry desk on arrival and may spectate on the days they are performing free of charge.
 - All other persons attending including those escorting dancers must pay an entry fee as they enter the venue and must be advised of such to avoid any embarrassment or difficulty at the front desk.
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Special rules and information for competitors and Teachers

Backstage

- No other persons other than teachers may be present backstage and teachers only permitted for Primary and Junior classes.
- No prompting of routines from the wings or auditorium.

Props

- Props should be of acceptable size to allow placement by one individual (preferably the performer).
- Props must be transported to the dedicated Prop area and collected prior to the class they are performing in. Props must be collected immediately after the performance and all Props must be labelled with dancer's name and dance school.
- Any props requiring the stage to be swept or cleaned after use are strictly forbidden.
- Props must not block any fire exits or entry to and from the backstage area

Changing rooms

- Adequate changing facilities will be provided and wherever possible assigned by dance school. Schools and parents are responsible for leaving the premises, especially the changing rooms, clean and tidy at the end of each day.
- Any accidents/spillages must be reported to the organisers to minimise the cost and effort involved in cleaning them up.

Performers

- Performer's age 10 and over (Intermediate and above) will not be entitled to dance again should they leave the performance area during their routine except in the case of unforeseen technical issues.
- Pointe work is not permitted for competitors under the age of 13 years.
- Classes may be amalgamated if there are insufficient entries in any class or split in the case of a very large entry

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- Competitors must book in at least 1 hour before the class is due and competitors must dance in the correct order unless previously agreed with the festival organisers.
- South Theatre Arts Festival reserves the right to start any class up to an hour earlier than advertised. Please ensure that all dancers and visitors are aware to avoid any disappointment.
- Adjudicator's decision is final and no discussion or correspondence concerning such a decision may ensue.
- The stage may not be used for rehearsal during the lunch or tea breaks.
- Any inappropriate, unsportsmanlike or unsupportive behaviour will not be tolerated, and we reserve the right to disqualify an entry on these grounds and not refund entrance fees.

Trophies & Certificates

- Medals are awarded for 1st 2nd & 3rd Place. All competitors will receive a certificate of achievement and Adjudicator Report with feedback. In the case of duets, trios/quads & groups, only one Adjudicator's written report will be provided.
- Adjudicator's marks and certificates will be available for collection from the assigned collection area. NB. We are unable to post any uncollected certificates and therefore please ensure all collected by the end of the festival.
- Trophies are awarded to the winning performer at the end of each festival (subject to trophy returns from the previous year).
- The Trophy winner may have their name inscribed on the trophy at their own expense keeping in style of the trophy.
- Trophies must be returned in good condition no later than one month prior to the next year's corresponding festival.
 - If a trophy is not returned this may result in any further trophies not being rewarded to the recipient/school. South Theatre Arts Festival reserves the right to charge the recipient for the replacement, failing that the charge will be made to the dance school of entry.
- The Adjudicator will award 'Special Awards' at the end of each festival and may be announced on the day or via social media following the event.

General

- No unauthorised photography, audio or video recording of children and young people is allowed at our Festivals. Where parents/guardians/carers do not wish photos to be taken at all, then this should be advised via your Play & Perform Account for the performer in question. All permissions are recorded and made available to staff at the festival. The responsible adult attending should ensure that their child is not included in official photos.
- Please ensure all mobile phones are turned off so it doesn't disturb the performance.
- Please respect the venue and ensure you leave all areas clean and tidy using the waste bins provided, leaving all areas in a clean and tidy condition.
- The organisers are not liable for any loss or damage to articles and are the responsibility of individuals.
- The Festival carries public liability insurance, details have been verified with the venue and a copy is available on request.

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- Failure to comply with rules & regulations, or follow instruction from accredited personnel, could lead to disqualification.
- This is a non-smoking venue, including e-cigarettes and attendees must use designated areas or outside the venue grounds.

These rules are final, but complaints will be carefully considered by the festival organisers.

Please email any complaints to southfestivals@gmail.com.

We look forward to welcoming you!



Safeguarding – Child Protection

Purpose

The purpose of the policy is to provide protection for the children and young people who participate in our festivals, including the children of festival members, to provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.

We will seek to safeguard children and young people by:

- valuing them, listening to and respecting them
- adopting child protection guidelines through procedures and safe working practice for staff and volunteers
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and safe working practice with children, parents, staff and volunteers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff and volunteers through supervision, support and training.
- One or more designated Festival Safeguarding Officers (FSO) appointed for each Festival. Joanne Hutson-Thornton is the dedicated Safeguarding Officer and will be in attendance at each festival.
- Some children and vulnerable adults may have specific needs in order to take part. If this is the case, we ask the responsible teachers, parents, guardians, or carers to contact the Festival organisers prior to arrival via email at southfestivals@gmail.com. The Festival actively seeks wherever possible to meet these needs but must know beforehand in order to prepare, support or to advise that help cannot be provided on this occasion.
- By completing and signing the entry form all parents, guardians, carers and teachers of entrants under 18 (or vulnerable adults of any age) confirm that they give (or have obtained) the necessary consents for the entrants to take part in the Festival. Without this consent entries to the Festival cannot be accepted.
- For the duration of a festival all teachers, parents, guardians, and carers are responsible for the continuous care and supervision of their own children/pupils. If they are unable to attend personally, they must delegate their responsibilities to an identified adult and ensure that their children/pupils are aware of the identity and name of the person responsible for their care. This includes supervision throughout the Festival venues, practice and changing areas that may be provided.



PRIVACY NOTICE

This privacy policy explains how we use any personal information we collect about you:

What information do we collect about you?

We collect information about you when you register to compete in the Festival, or give feedback. We will only ask for such information as is necessary for the efficient administration of the festival. We do not collect 'sensitive personal data' unless there is a legitimate reason for this – where an entrant may need support to participate in a class.

How will we use the information about you?

We collect information about you in order to process your entry to classes in the Festival and for any other administrative functions of the Festival.

Access to this data will be restricted to those personnel who administer the Festival.

Access to your data and correction

You have the right to request a copy of the information that we hold about you. This can be obtained, without charge, by application to the General Secretary (email: gen.sec@midsomersetfestival.org) We want to make sure that your personal information is accurate and up to date and all reasonable efforts will be made to ensure this is the case. You may ask us to correct or remove information you think is inaccurate.

Do we share this information with anyone else?

The Festival will not pass collected data to any third party unless required to do so by law, but it should be noted that names (only) of competitors will appear in the Festival programme.

Website and on-line entries

When you use our secure on-line entry system you will be directed to a specialist supplier company, who will receive your credit card number and contact information to process the payment. We do not retain your credit or debit card details.

Other Websites

Our website may provide links to other websites. This privacy policy only applies to this website, so when you link to other websites you should read their own privacy policies.