

Conditions of Entry

Saturday 26th October - Friday 1st November 2024

Ribston Hall High School Stroud Road Gloucester GL1 5LE

Adjudicator – Miss Jacqui Ison

There is no closing date. Entries will be accepted until fully subscribed per day

Entry is deemed to be an acceptance of the following conditions

Principals are required to ensure all their parent/carers (*including group dancers*) are made aware of our 'Syllabus', 'Conditions of Entry', 'Safeguarding Children Policy' and Changing Room Rules.

Registered parent/carer: The registered parent/carer is defined as the responsible adult who completes the entry form, signs having read and agreeing to the 'Syllabus', 'Conditions of Entry', 'Safeguarding Children Policy' and 'Changing Room Rules', corresponds with GDF on all related festival matters and will be attending the festival as the parent/carer for the named competitor.

If on the day the registered parent/carer is unable to attend, GDF must be informed as to who will be the responsible adult for their child. No child can be 'dropped off'.

For GDF to comply with our BOPA Licence, Gloucestershire County Council requires one parent/carer only per competitor (excluding competing siblings) in the changing room. Children of compulsory school age when on site must be in the care of a responsible adult at all times.

Changing rooms will be gender/age appropriate according to current Local Authority Legislation.

Male or Female competitors 5-16 years with male parent/carer and male competitors 5-16 years with female parent/carer require a changing room with one at a time changing.

Female competitors 17-19 years (age as on the day they compete) require a separate changing room.

Audience admission

Adult audience admission per day for all day entry pass. Cash only at GDF reception desk **£5.00**
Programme for all days included whilst stocks last

Accompanied children under 18 years free admission

Former competitors attending performance school/college/university free admission

Wristbands: In October the registered parent/carer may pre-book and pre-pay £25.00 for all seven days. Alternatively, the registered parent/carer may pre-book and pre-pay for individual days for themselves and family members @ £5.00 per day per adult. Last day to book Monday 21st October.

Free Parking. Vehicles and Contents are left at owner's risk.

For all correspondence

Mrs Shirley Bailey (*Festival Organiser*)

Email: info@gloucesterdancefestival.co.uk

Email for all communication. Please always give competitors name, age and dance school.

For news and information

www.gloucesterdancefestival.co.uk

For important information documents

Gloucester Dance Festival Facebook Page

For keeping you up to date with the latest information

Gloucester Dance Festival

To assist you, this information is split into three sections

THE ENTRY PROCESS PREPARING FOR THE FESTIVAL AT THE FESTIVAL

THE ENTRY PROCESS:-

Entry forms: Priority entry forms will be available in May to schools by invitation only until numbers have been established before opening up to any further entries.

Closing date: There is no closing date. Entries will be accepted until fully subscribed per day.

Participating Dance Schools are required to submit the 'Dance School Registration Form' to include the names of their teachers who may wish to attend and access their allocated changing room.

*Registered dance teachers with competing children will be exempt from the daily admission fee.

*Dance Principals/teachers are required to sign in on arrival at the GDF reception desk.

Entry Form: Each individual competitor requires their own completed GDF 2024 entry form or to register as a 'dance partner without solos', signed by the parent/carer who will be attending with the competitor on the day having read the 'Syllabus', Conditions of Entry, Safeguarding Children Policy and Changing Room Rules. This person will be known as the **registered parent/carer**.

*Please check all details on the entry form are completed and correct before sending.

*Make a copy for your own records as it is so easy to forget what you have entered!! Confirmation will be sent electronically giving the competitor's ID number. If not received contact GDF.

Age: Open solo competitors 5 to 18 years, or, Novice solo competitors 7-14 years with date of birth as on 31st August in the year of this Festival.

Performers are not eligible to enter if attending full time vocational dance schools or derive the main part of their income from performing, or teaching.

Minimum Age: 5 years for solo, duet, trio/quartet or group dance

Maximum Age: 18 years for solo, duet, trio/quartet

Maximum Age: 19 years for group dances

Eldest partner only (if different by year) to enter and pay in full to ensure correct section is entered and programmed. A dance partner not entering solos is required to complete the separate GDF registration form.

Novice: A Novice is a dancer aged 7-14 years who has **never** been placed 1st, 2nd or 3rd at any previous festival before 1st September 2024 with any classical and/or cabaret solo dance.

The Organiser: Will close entries when this Festival becomes fully subscribed for each day. Split, or combine sections when entries are large/small, or withdraw sections if the timetable is full and reserves the right to amend or interpret any of these conditions and the itinerary as the occasion may demand in the event of unforeseen circumstances.

Payments:

***Bank transfer is the only method available prior to the festival**

*Reference: your school's initials and competitor's name.

***Cash payment is the only method of payment available at the festival.**

*Dance fees **will not** be refunded if withdrawn, or the competitor not performing on the day.

*Registered parent wristband admission **will** be refunded if notified in advance of the festival.

PREPARING FOR THE FESTIVAL

Keep informed with Gloucester Dance Festival via our Facebook page for important and useful information. This is our main platform for immediate communication. GDF cannot be held responsible if dance schools and parents choose not to engage with us and miss vital information.

Entry amendments: - If you wish to make any changes to your entry form contact GDF via email giving competitor's name, age and dance school along with the relevant details.

Changes are required by Sunday 22nd September for the printed programme and Wednesday 16th October for amendments to the printing of certificates and reports.

Please inform GDF via email at the earliest opportunity if it is your intention to withdraw an entry.

Music: - Competitors upload their music prior to the festival starting. Music must not exceed the maximum time limit. Back-up on phone or memory stick in the hall.

Music for musical theatre must not include any vocals on the backing track.

Music for tap must not include recorded tap or similar sound effects.

Titles: - The title of the performance should be announced by the competitor (centre front stage) in sections for Character, National (Global) and Own Choreography.

AT THE FESTIVAL

Parking: - Park considerately. Do not block access for emergency vehicles, or park in the GDF reserved spaces. Vehicles are parked at owner's risk. Neither the school nor the Festival accepts responsibility for loss or damage to vehicles or their contents. On group days allow extra time.

Entrance for competitors & audience: Doors open 8.00 am. - Access is from the front and rear car park using the gated footpath with wheelchair access for reception and refreshments. Wheelchair access to the performance hall is via the school's main front door. Please advise GDF to open door.

On arrival the registered parent/carer must accompany the competitor, sign in that he/she is medically fit to perform 1 hour prior to their first dance. From arrival to departure children of compulsory school age are not to be left unsupervised anywhere on the premises. This is a national BOPA rule and applies to every festival not just GDF. The registered parent/carer is responsible at all times for the safety, behaviour and security of belongings for their own child.

Changing rooms: - see sign in sheet for daily allocation of changing rooms.

Ten changing rooms, eight for female only competitors aged 5-16 years and their one female carer. **NO** additional person is permitted including family, friends and non-competing siblings.

We endeavour to allocate all schools entering group dances their own changing/rehearsal room on groups days. Smaller schools may be required to share depending on numbers.

When the programme requires the following changing rooms will be available for:-

Females aged 17 years & over. Age is taken as on the day of competition

***Room 1 situated on the lower ground floor for:-**

*Female competitor aged 5-16 years with male parent/carer. One at a time changing.

*** Room 1 may be required for group dances on either Sunday, Tuesday and/or Friday.**

If this should happen, use Room 2 for the duration of any group dances.

***Rooms 2 situated on the lower ground floor next to male toilet for:-**

*Male competitor aged 5-16 with male or female parent/carer.

*Male competitors aged 17 years & over age as on the day of competition.

***Requires one at a time changing, or may be used as social space providing no changing takes place by using one of the three changing cubicles situated within the boys toilets**

Competitors are required to wear footwear around the school and performance hall (not on stage).

Any electrical item brought to the Festival should be PAT tested.

The GDF reception desk is situated after signing in tables and before the performance hall doors. The Foyer and Reception areas are **not** to be used for dance practice as these are public spaces.

Audience Admission: - All adults £5.00 all day. **CASH ONLY as cards cannot be processed.**

No charge for non-competing children. GDF operates a wristband system. You are required to wear the wristband on your wrist, show it to the door steward each time you wish to enter the performance hall and adhere to any requests/instructions made.

Programme: - **ALL times are a guide** as this Festival may run early as well as late. Competitors should be prepared to compete 30 minutes earlier than timetabled. GDF cannot be held responsible for any spectator or competitor missing a performance. The adjudicator may shorten breaks to catch up if running late.

Fire Regulations: - Fire doors & exits must be kept clear at all times. Be aware of your nearest fire exit at all times. Smoking (*including e-cigarettes*) is not permitted on the school's premises.

Toilets: - Male and Female competitors of compulsory school age to use the appropriate toilets must be escorted at all times by their parent/carer as per national BOPA regulations.

Music: - Have a copy on your phone or memory stick as back up in the performance hall.

The sound system is provided and played by GDF officials. The volume may be adjusted accordingly and if requested by the adjudicator for sections involving song and tap. Gloucester Dance Festival will not accept liability for any copyright infringement recording or performance rights arising out of any competitor's performance.

Performance order is computer generated (*excluding groups/duets/trios/quartets with more than one entry*). Competitors to perform as programmed - changes will be made if the order drawn affects any competitor(s) who may be in the same and/or previous/following section. Variation to the programme is at the discretion of the organiser as any changes may affect other competitors.

Competitors sit on the chairs next to the announcer during adjudication for the previous section in number order to establish attendance. After completing performance exit stage, collect performance number for adjudication. After adjudication exit via the wings to stage door left, wait for your parent/carer. Leave your performance number in the tray provided. If time permits official photographs will be taken of medal winners in the rear foyer.

Re-dancing is permitted for 10 years & under and still be placed. Competitors aged 11 years and over may re-dance but will not be placed and a mark is not given. The exception will be for technical reasons, or at the request of the adjudicator.

Competitors will not have the option of dancing out of section, or for a mark during break times. *The adjudicator and volunteers also need a break!!*

Pointe work is not permitted for any competitor 12 years & under.

The stage wings are strictly out of bounds to all except authorised person(s). An authorised person is for the sole purpose of assisting a competitor with wardrobe/props and must leave as soon as the performance has finished. Access is via the performance hall steps.

Props: All props go on/off stage from the performance hall. Dangerous or breakable props including water, or glitter are not permitted. Hand-held props remain with the competitor. Medium size props taken on stage by the competitor, place by stage right sign at the start of the section. Medium-large sized props to be placed on stage by another person, place by stage left sign in performance hall at the start of the section and remove afterwards. Gloucester Dance Festival will not accept responsibility for any injuries sustained by competitors using props for their performance.

Medals & Certificates: Competitors placed first, second or third will receive the appropriate medal. All competitors receive a certificate and report. If attending as an individual collection can be made from the reception desk – please allow at least 1 hour after your section has finished. At busy times certificates may take longer, or the next day for sections late in the day. £1.50 to post per address.

Trophies: Perpetual trophies awarded are held for twelve months and must be returned cleaned and in good condition at the beginning of following years Festival. Any engraving is to be done at the winner's own expense and must be in keeping with the existing engraving.

The Adjudicator's decision is final. No discussion or correspondence concerning such decisions will be entered into. Communication with the Adjudicator relating to this Festival by competitors, teachers, or other interested parties prior to or during the competition is strictly prohibited.

PERFORMANCE HALL

Rules & Etiquette: - We would be very grateful if parents and competitors would remind their family and friends who may come to support them of the rules/etiquette for our Festival. This is very important for everyone to enjoy the experience.

Please do not assume all festivals have the same code of conduct and conditions of entry.

Wristbands Everyone entering the performance hall must pay to do so with the exception of Principals, teachers and accompanied children. GDF operates a wristband entry system where you are required to show your wristband worn on your wrist each time you enter the performance hall.

Entry to performance hall: - GDF operates a one-way system in and out of the performance hall. Entry is via the stage right hall doors down the steps from the reception desk. Exit at stage left hall doors and follow signs back to the reception desk. Strictly no entry to the hall from stage left doors, any person reported risks the competitor they are supporting being disqualified.

In consideration to all performers do not enter the hall during a performance or adjudication. Take the first seat available and move between performances if you wish. Do not walk in front of the adjudicators table or across the hall whilst a performer is on stage. The audience must be seated, not blocking the aisles. Chairs in the hall on each side of the stage are reserved for competitors. Whooping and cheering is deemed unacceptable at GDF!!

Sections may be brought forward by a maximum of 30 minutes. This Festival may run early as well as late. The Organiser cannot be held responsible for an audience member missing a performance.

Food: - including sweets is not permitted in the performance hall.

Drink: - bottles with tops and non-spill drink containers are acceptable. No cans or glass containers.

Photography & video recording including on mobile phones is not permitted. Any person reported will be asked to leave the hall immediately and must delete all images.

Prams and pushchairs are not permitted in the performance hall.

Bags and other items must not obstruct corridors or, aisles, or cause any hazards which could cause injury to others.

Insurance:- This Festival is covered by insurance that excludes items of a personal nature. Items such as these remain the responsibility of their owners. This Festival accepts no responsibility for the loss or damage of such items.

Volunteers:- All our volunteers give their time freely to help run this Festival. They work very long hours to try and make this a happy, smooth running, successful and enjoyable event for all attending. We do appreciate at times situations can become quite stressful. It requires the cooperation of competitors, family members and friends to observe the conditions of entry. Anyone not willing to do so graciously should consider whether this is a Festival for them!!

Any complaint or objections relating to this Festival will only be considered if submitted to the organiser in writing via email within seven days.

Thank you for taking the time to read this information. We look forward to welcoming you soon.