

# Gloucester Dance Festival

A-Z of information (dates in *red* refer to 2024)

Copyright Gloucester Dance Festival 2024

GDF has made every effort to ensure all information is up to date. If you come across any details for which contradicts information, please email so we can clarify and correct.

Some information may be duplicated under different headings.

## Adjudicator

Adjudicators invited to GDF are qualified and registered with the British and International Federation of Festivals.

Adjudicators look for a range of different aspects from each performance. An overall winning performance will include correct technique (*for the genre being performed*), musicality (*keeping in time to the music*), use of the stage (*using the majority of stage space*), stage presence (*confident & entertaining*), age appropriate and interpretation of music choice. When all things are equal, it may come down to the adjudicator's own personal choice on the day.

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

## Age

Age is date of birth as on 31<sup>st</sup> August in the year of the festival.

Minimum age for solo/duet/trio/quartet/group competitors is 5 years

Maximum age for solo, duet and trio/quartet competitors is 18 years.

Maximum age for group dances is 19 years.

The Eldest dancer denotes the correct section for **Duet, Trio/Quartet and Group entries**.

When entering, please ensure **only the eldest enters and pays in full**.

If dance partners are the same age by year as on 31<sup>st</sup> August it does not matter who enters.

If a dance partner is NOT entering solos, they must complete the 'Dance Partner Registration Form'.

GDF is required to provide Gloucestershire County Council with data stating how many and the ages for male and female children participating of junior school and senior school ages.

## Audience admission

Adult admission to the performance hall is £5.00 per day for an all-day wristband. A complimentary programme will be available whilst stocks last. (*cash payment only. card payments cannot be processed*)

The registered parent/carer only may pre-book and pre-pay for all seven days for £25.00.

Once the programme is set a registered parent/carer may pre-book and pre-pay for individual days

Last day to pre-book and pre-pay for wristband is **Monday 21<sup>st</sup> October**

There is no charge for competitors, non-competing children 18 years & under, or former GDF competitors still in education.

All children of compulsory school age must be accompanied by a responsible adult at all times.

**By entering the festival as a member of the audience you are agreeing to abide by the conditions of entry.**

- To wear your wristband on your wrist, attached before approaching the performance hall doors and show it to the door stewards each time you wish to enter the hall.
- Adhere to any requests/instructions made by the door stewards.
- No Filming or Photography anywhere other than approved 'Selfie Spots'.
- Silence mobile phones.
- No Food including sweets.
- Drinks are acceptable in bottles with tops, or non-spill drink containers. No glass or cans.

- Take the first available seat if a performer is on stage.
- No movement during a performance or adjudication
- Sections may run early as well as late. GDF will not be held responsible for a member of the audience missing a performance.
- We ask everyone attending GDF to enter an 'ICE' number into their mobile phone should an emergency arise.

This Festival may run early as well as late. Every effort is made to ensure the timing of each section in the programme is as accurate as possible. Inevitably times will ebb and flow during the day for all sorts of reasons as competitors withdraw, re-dance, entered the wrong section, wardrobe malfunction, or a problem with music!!

Running early or late in the morning does not mean we will still be running early or late in the afternoon. It is not un-common for an adjudicator to shorten their break times to catch-up.

We recommend you arrive earlier than the programme time as GDF cannot take responsibility for a member of the audience missing a performance. The stewards will not open the doors during a performance.

Photography and videoing is strictly prohibited. Any person reported will be required to delete all images and footage and may be required to leave the premises.

### **'BOPA' Body of Persons Approval**

Gloucester Dance Festival will be operating under a BOPA Licence.

To comply with this licence GDF will be collecting information via our entry forms which will be required by Gloucestershire County Council who are the local authority for our dance festival and issue us with our BOPA Licence. The way in which our festival is licenced may be different to other festivals you have previously attended.

- The registered parent/carer for each competitor is the responsible adult who has signed the entry form having read and agreed to the GDF terms & conditions of entry.
- The registered parent/carer is required to attend with their child(ren).
- If for any reason the registered parent/carer is unable to attend with their child(ren) on the day then GDF must be informed as to who will be responsible for your child(ren). Children cannot be left unsupervised at any time.
- Every competitor must be signed in on arrival. Please remember to sign out when leaving.
- Female competitors aged 5-16 years share changing rooms with their one female parent/carer.
- Females aged 17 years & over on the day they perform require a separate changing room.
- Male competitors with a male or female parent/carer and females with male parent/carer require a changing room with one at a time changing. *See changing room rules*

### **Boys Section**

Boys aged 7 years & over who enter and perform in the Open, or Novice solo sections may also enter into the boy's only solo section. If they have more than one solo they may choose to perform their favourite.

The boy's changing room is situated at the rear of the school on the lower ground floor. The main room will be used as a base and practice room. The boy's toilet next door now has three changing cubicles. Use these for changing and your main room for socialising and practising. You are not permitted to change in the main room if another competitor is also using the room.

### **Certificates**

All competitors receive a certificate and a report. These will be issued from the administration desk at the rear of the hall only to Principals & teachers to collect.

Competitors attending without their dance school may collect from the reception desk.

**Please allow at least 1 hour after the section has finished.** They may take longer when GDF is very busy. Sections at the end of the day may not be ready until the following day.

Certificates for posting per address - £1.50. Please pay at the reception desk, or supply SAE A4 envelope.

## Championship

In keeping with GDF tradition our Championship Ballet, Tap & Modern sections are for age 10-13 years for junior and age 14-18 years for senior. The age differs from Junior, Intermediate and Senior in the Open sections.

Competitors placed first, second or third in their ballet, tap or modern open solo sections will be invited to enter for the relevant Championship. The entry fee is £5.00 per dancer per section. *Closing day & time will be printed on the individual invitation.*

The dance order is drawn by ballot and to be the same solo as performed in the open section. After performing, competitors return to the stage with their dance number for a final line up

Trophies will be presented to the winner and runner-up following the completion of each section.

The Championships are performed on the final day as a closed section. The audience will not be permitted to enter or exit the performance hall once each Championship section has started. For this reason we consider these sections unsuitable for very young children.

## Changing Dance Schools

GDF does not have a rule regarding students changing dance schools. This is between Principals who may have their own set of rules and conditions.

## CHANGING ROOMS:

**Changing rooms** are allocated daily (*see sign in sheets and notice board*).

There are 10 changing rooms, 8 for female only competitors and their one female only carer.

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

- (a) Female only for ages 17-19 years. (*age as on the day of performing*)
- (b\*) Male competitor aged 5-16 with either male or female parent/carer.
- (c\*) Female aged 5-16 years with male parent/carer.
- (d\*) Male competitors aged 17 - 19 years. (*age as on the day of dancing*)

\*Rooms situated on the rear lower ground floor next to the boys toilets.

**\*These changing rooms will operate as 'One at a time changing'\*Please knock and wait for your turn**

The boys' toilets now have 3 changing cubicles. Boys use these for changing and the main room as your base for which you may share and practice together providing no-one changes in this main room.

Changing Rooms will be gender and age appropriate according to current Local Authority legislation and guidelines. **National BOPA rules apply to all festivals not just GDF.**

## STRICTLY NO PHOTOGRAPHY in shared changing rooms

(selfie spots are available in the Front foyer)

The Organiser, volunteers and Licenced Chaperones will regularly monitor all areas of the school used by Gloucester Dance Festival including the changing rooms and toilets.

The registered adult parent/carer must accompany all competitors to the festival. From arrival to departure children are not to be left unsupervised in the changing rooms, toilets or anywhere on the premises during the festival. Registered parent/carers are responsible at all times for the safety and behaviour of their children, including the security of their children's belongings.

The majority of smaller dance schools with groups and/or individual entries will be allocated downstairs changing rooms. Please check the notice board each day for your changing room allocation especially on group days. **Do not assume you will be in the same room each day.**

Children 16 years and under are to be supervised at all times at the festival.

Please be very careful with food and drink consumed in the changing rooms and put all rubbish in the bins provided (*spare bags are available in each room*). Do try to keep your room and the surrounding areas clean and tidy.

Appropriate footwear is to be worn around the school and to the performance hall.

## Class Descriptions

Music choice, lyrics and costume must be appropriate for the age of the performer and for the audience attending.

**Classical Ballet:** The dance should include adage and allegro. Titles, characterisations and hand held props are not permitted. Costumes should ensure that every aspect of classical technique is clearly visible. Repertoire is not permitted.

**Stylised Ballet** (*age 11+*)

The All England Dance definition of stylised ballet is quite specific. 'A classical ballet technique in a particular dance style, or theme which can be danced with props but without a specific story'. An example being if you were to dance a ballet solo with a tambourine in the style of a Tarantella, but not using authentic Tarantella choreography, that would be stylised ballet. The key point to remember is that stylised ballet must always be based on the strict classical technique. Soft or pointe shoes must be worn.

**Modern Ballet** (*for age 11+*)

Modern ballet refers to a fusion of classical and modern techniques using parallel legs and non-classical arm lines. Neo-classical and contemporary style ballet would fit into this category. Costuming and music also plays a part, dancing to electronic music wearing a tie-died catsuit would constitute Modern Ballet. This piece may be performed barefoot if preferred.

Modern Ballet will be combined with Contemporary classes.

**Contemporary** (*for age 11+*)

At GDF we recommend your dance is choreographed using GCSE/AS/A level work with one of the pioneers like Merce Cunningham for your inspiration. Contemporary dance is a style of expressive dance that combines elements of several genres including modern, jazz, lyrical and classical ballet and can be performed to many different styles of music. Contemporary dancers strive to connect the mind and the body through fluid dance movements, focusing on floorwork using gravity to pull them down to the floor.

Contemporary & Modern Ballet will be competed as combined classes.

**Character:** A dramatic and sometimes humorous presentation of a story from any book, play, film, cartoon etc, or historical characters. Mannerisms and essential features of a person, animal, bird, reptile, or insect, etc. Classical Ballet is the traditional dance technique used in Character, although any Classical dance technique is acceptable. Competitors announce their title on stage centre front.

**Choreography** (*for age 11+*) This may be choreographed in any genre and the choreographer(s) may also perform in the dance.

The choreographer will be required to announce the title and music used for their piece.

GDF does not require paperwork to be handed in.

**Lyrical:** Based on modern technique, lyrical modern should show flowing movements that express the emotion of the music. Gymnastic and acrobatic work is not permitted.

**Modern:** An all-inclusive term applied to an ever-evolving performing art. It includes Lyrical Modern, Jazz, Contemporary and all styles of Modern Theatre Dance and Street/Hip Hop Dance are also acceptable when combined with a recognisable dance technique and a theatrical quality. All routines should observe safe dance practice. No Acro, a fluid gymnastic movement is acceptable

**National (Global):** All traditional music, songs and technique appropriate to the country of choice are acceptable. Younger competitors are expected to demonstrate traditional performances. Seniors may introduce theatrical performances provided they are clearly based on correct technique of the National tradition being danced. Competitors announce their Country or region of origin and/or title on stage centre front.

**Musical Theatre:** The song choice should be age appropriate and should set the scene, mood and style of the dance. Pitch and accuracy whilst singing are essential and the focus will be on the interpretation of the song. The dance should provide continuity and reflect the words of the song, which should be sustained throughout. GDF does not use microphones. The more

you push the voice the more out of tune you may get, therefore it is recommended to do all the singing towards the front of the stage to help with projection.

**Tap:** All styles and developments in technique, including characterisation and humour are encouraged providing the projection, beating and presentation of the routine is fully sustained and appropriate.

## **Closing date**

**There is NO closing date!!**

The organiser will close entries when this Festival has reached capacity per day.

Later entries will only be considered subject to availability (*this may be on a day by day basis*)

## **Communication**

Email only. If you have a query which can be dealt with before the Festival starts, contact via email giving competitors name, age and dance school should the hard copy entry form be required for information. During the Festival emails will not be picked up until the evening after the completion of each day. There may be occasions when time does not permit replies. Please don't be offended if replies given are very brief!!

At the Festival please be aware it is busy at the start and finish of each section and especially during the performance of groups.

## **Competitors**

Competitors should be ready for their section during the adjudication of the previous section by sitting on the chairs next to the announcer in number order to establish attendance. (*sections with over 10 entries higher numbers should keep warm and limbered before taking their seat*). After completing your performance exit the stage left steps back into the performance hall and sit on the chairs opposite the announcer ready for adjudication collect your dance number when returning to the stage. After adjudication exit via the wings to stage door left, wait for parent/carer. Leave your number in the tray provided.

If time permits official photographs for those placed 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> will be taken after adjudication.

**New competitors** and parents are advised to watch a previous section to familiarise themselves.

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

## **Complaints**

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

## **Conditions of Entry – See separate document on our website**

## **Copyright**

This Festival accepts all entries on the basis that the appropriate copyright permission has been sought and given for all performances.

## **Dance Exams**

GDF is very supportive for dancers who have entered for GCSE/A level dance/PE examinations

On Wednesday and/or Thursday during lunch break we will allow you to film your dance piece.

You will need to let us know in advance. Any dance for filming should be after you have competed.

## **Dance order**

The performance order is computer generated. Competitors are to perform as programmed - *changes will be made if the order drawn affects any competitor(s) who may be in a previous, or following section, or competing twice in a duet or trio/quartet*. Variation to the programme will only be permitted at the discretion of the organiser as any changes may affect other competitors, especially for duets, trios, quartets or groups where dancers may have more than one entry. *Contact the organiser if this has not been picked up in the programme.*

## **Dancing more than once in the same section**

Open:- One solo per competitor per section.

Novice:-.Maximum two classical and/or two cabaret solos.

Maximum two dances per classical and/or cabaret Duet and/or Trio/Quartet per competitor per age of Junior, Intermediate or Senior entry.

**For adjudication as a solo dancer with two Novice entries in the same section** - place your first costume on a hanger. Put your right arm through the hanger and use your right hand to hold your dance number. Hold the costume away from your body so that your second costume is visible and hold your second dance number in your left hand.

If the classical & cabaret Novice class has been combined and you have a third and/or fourth dance it may be easier if another person helps you!!

**Adjudication for a duet, or trio/quartet** – one partner stands in the correct dance order holding the first dance number with the first dance costume held in front of them. The second partner stands in the correct dance order holding the second dance number wearing the second costume.

## **Duets**

**Eldest partner only (if difference age 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 dance partner registration form for the ID number.

## **Emergency**

Parents are to inform GDF of any known allergies and/or medical conditions for all competitors in case of an emergency.

We ask everyone attending GDF to enter an 'ICE' number (In Case of Emergency) into their phone.

## **Entry Forms**

Entry forms are only available to invited dance schools, email by giving name of competitor and dance school.

Entries must be completed in full by the parent/carer for each individual competitor on an official GDF entry form for the year of the festival. The entry form must not be tampered with!!

Complete on screen if you have suitable software, or by printing, completing by hand, sign (electronic signature accepted) having read and agreeing to our Terms and Conditions. Scan and return via email as a PDF (not photographed). The form must have a white background for printing if not then return/deliver to the Festival Organiser. Signed by a parent/carer having read the Syllabus, Conditions of Entry, Child Protection Policy and Changing Room Rules. This person will then be deemed as the registered parent/carer.

Check that all the details especially age, dob and the total amount on the payment form are correct before sending. *(make a copy for your own records).*

Confirmation of your entry and payment will be sent to you electronically. If this is not received please contact GDF via email.

## **Entry Fees**

**Competitor entry fees** are due at the same time as the entry form is submitted unless asked to wait for entry acceptance confirmation

Entry fees for competitors will **not** be refunded in the event of withdrawal, or the competitor not performing. Admission fees paid by the registered parent/carer in advance **will** be refunded.

**Entrance to the Festival** *(see photos on the GDF FB page to familiarise yourself)*

**The school gate, doors and changing rooms open at 8.00am.**

**The entrance for competitors / audience / volunteers into the school building can be accessed via the gated footpath from the front or rear car park** *(past the swimming pool and gym).*

The front gated footpath is past the school's main front doors. The double doors will be on your right under the canopy. The rear gated pathway is next to the white sixth form building. The double doors will be on your left under the canopy.

In the foyer will be the sign in/sign out tables for each competitor.

The refreshment room is on the left and the GDF reception area straight in front of you through the double doors leading on down the steps to the performance hall.

Due to the position of the stage in relation to the locations of the classrooms used as changing rooms, GDF does not use the main school entrance. The exception being for pre-arranged wheelchair/disability access to the performance hall.

## **Etiquette**

We would be very grateful if parents and competitors would remind their family and friends who may come to support them of the etiquette for this Festival when in and around the performance hall and changing rooms. This is very important for everyone attending to enjoy the experience. Please do not assume all festivals have the same code of conduct and conditions of entry.

In consideration to all performers GDF door stewards will not permit entry during a performance or adjudication. Take the first seat available and move forward as you wish between performances. Do not walk in front of the adjudicators table. Do not walk around the hall whilst a performer is on stage. The audience must be seated and not blocking the aisles. The chairs by the announcer and piano are for the competitors. Whooping and cheering for a performance is not acceptable.

## **Facebook**

Please follow GDF on Facebook, this is an incredibly valuable media format for us to give out important information at the same time to everyone as quickly as possible. It will be available to help you if you are a competitor, parent, or as an audience member.

You do not need to have your own personal Facebook account to access GDF Facebook page.

## **Festival Organiser**

Mrs Shirley Bailey Email: [info@gloucesterdancefestival.co.uk](mailto:info@gloucesterdancefestival.co.uk)

## **Fire Regulations (*Fire & Bomb Precautions*)**

Emergency exit doors must be kept clear at all times. Be aware of your nearest emergency exit at all times.

Smoking (*including e-cigarettes*) is not permitted on the school's premises.

If the FIRE ALARMS sound, make your way immediately to the nearest emergency exit and muster on the playing fields next to the main entrance gate.

## **First Aid**

The first Aid station is situated in reception.

Every dance school should have a registered First Aid Officer.

## **Food & drink**

**Food:-** including sweets is not permitted in the hall

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

Do not leave the refreshments area without a top on hot drinks.

Please keep all areas clean and tidy and put all your rubbish in the bins provided.

## **Footwear**

Footwear should be worn by competitors throughout the school hall and removed if not required before performing on stage.

## **Foyer and Reception**

The foyer and reception are busy public thoroughfares and are not to be used as practice areas. At the rear foyer near to stage door left, music and tap shoes can be heard in the performance hall.

## **Group Dances performed by Dance Schools**

Each dance school entering group dances is required to provide two responsible adults either dance teachers with DBS, or Licenced Chaperones to ensure dancers are ready on time and lined up quietly. One of which to operate the stage curtains for their dance(s) by closing the curtains after their dance. The last group to perform in each section is to re-open the curtains for adjudication.

**Group dances** will perform as programmed. In the event of a group dance being withdrawn the organiser will decide on the running order as any changes may affect decisions already made for which others may be unaware of.

- Group ages are 10 years & under, 14 years & under and 19 years & under
- Minimum age of 5 years
- Maximum age 19 years
- Maximum 6 groups per age per school.  
**Within your 6 entries you may include:-**
- Maximum 2 groups per genre per age
- Maximum 4 Classical entries each per age for Junior, Intermediate & Senior
- Maximum 5 Cabaret entries each per age for Junior, Intermediate & Senior
- Minimum 6 dancers per group
- Maximum 24 dancers per group
- Maximum time-limit 4 minutes + 30 seconds extra for Song & Dance
- Maximum 30 seconds play-off time
- Classical sections may be merged if low entry numbers.
- Cabaret sections may be merged, or split depending on entry numbers
- GDF does not put a limit on how many group dances a competitor may perform in

### **How many dances can one competitor enter?**

**Open Solo competitor.** One dance per genre. (ie: one ballet, one modern, one tap etc).

**Novice Solo competitor.** One dance per genre with a maximum of two classical (ballet, character, National/Global) and/or two cabaret (modern, tap, lyrical or musical theatre).

### **Duet and/or Trio/Quartet Partners.**

A dance partner not entering solos is required to complete entry form GDF 8.

Maximum two entries with the same partner/different partners per Junior, Inter or Senior sections

Eldest dancer only to enter and pay in full. If all dancers are the same age by year as on 31<sup>st</sup> August it does not matter who enters.

### **'ICE': (In Case of Emergency)**

Please ensure you have an 'ICE' number in your phone when attending GDF should the need arise.

### **Improvisation**

#### **What is improvisation and how does it work**

Two classes are available, Intermediates 11-14 years and Seniors 15-18 years.

The adjudicator provides a different piece of music suitable for each age group.

What to wear. The preferred option tends to be a Leotard and convertible tights with leather/canvas ballet shoes.

Competitors are all taken together at the start of each class to a room where they are unable to hear the music being played in the performance hall.

Competitor number 1 in the programme is brought into the performance hall and will stand at the back facing the wall to hear the music for the first time. *At this point the dancer usually decides whether to wear dance shoes, or to go bare foot.* On completion of hearing the track, competitor number 1 will sit next to the announcer with their back to the stage. Competitor number 2 will be brought into the performance hall and stand at the back facing the wall. Competitor 1 will hear the same piece of music for the second time and competitor 2 will hear it for the first time. On completion, Competitor 1 will be announced onto the stage and will improvise a routine at the third time of hearing the music when competitor 2 has sat on the chair and competitor 3 has been brought into the hall and faces the back wall. Competitors that have not as yet performed are not permitted to turn and watch the dancer on stage.

This cycle will be repeated until all have performed. On completion, all dancers collect their performance number and return to the stage for adjudication in the normal way. Dance shoes left by the announcer will be taken to the reception desk where you leave your competitor numbers. *(please ensure your shoes are named).*

### **Insurance**



The Festival is covered by insurance that excludes items of a personal nature. Items such as these remain the responsibility of their owners.

The Festival accepts no responsibility for the loss or damage of such items.

### **Later Entries**

Later entries are subject to availability and conditions being met.

Please email to check before sending entry form and payment as this may be on a day by day basis.

### **Lost Property**

Any lost property found will be placed on a table in reception (*before the steps down to the performance hall*). These items can be collected at any time during the Festival.

After the final day any items still remaining will be photographed and put on Facebook. Unclaimed items will be held for one month and then taken to a charity shop, or binned!!

### **Make-up**

It is usual for all competitors even the very young dancers to wear make-up as the bright stage lights will make performers look very pale. Theatrical make-up should be subtle, enhancing the features to replace the colour the lights have removed. Avoid heavy make-up, blue and green eye shadows (which "close" the eyes). Heavy brown blusher and pink, purple or brown lipsticks become grey under the lights and the inappropriate use of face and body glitter, unless relevant to the theme of the dance.

### **Medals & Certificates**

Competitors placed first, second or third will receive the appropriate medal. All competitors will receive a certificate and a report. They will be issued from the administration desk at the rear of the hall to teachers only unless permission has been given. If your principal or teachers are not in attendance collect from the reception desk – please allow at least 1 hour after your section has finished. It may take longer when we are busy. Sections at the end of the day may not be ready until the following day. £1.50 postage per address paid at the reception desk.

**Group Medals:** Groups placed may purchase the appropriate medals @ **£2.00** each. Please nominate a member of your school to collect monies in advance of approaching the organiser.

**Medal ribbons & medal boxes** are available to purchase from our reception desk whilst stocks last. Glitter Ribbons **£1.00**. Named Gloucester Dance Festival Ribbons **£2.00** and medal boxes **£2.00**.

### **Medical**

Competitors with an allergy or medical condition are required to inform GDF on their entry form.

### **Music**

**Music for Musical Theatre** must not include singing on the backing track.

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

- Your music must be uploaded on the correct, section, and dance number not exceeding the maximum time limit for your age or genre.
- Have a copy on your smart phone or memory stick for emergency backup.

**The professional hired sound system** is provided and played by GDF officials.

The volume may be adjusted accordingly and if requested by the adjudicator for classes involving Musical Theatre and Tap. The Gloucester Dance Festival will not accept liability for any copyright infringement recording or performance rights arising out of any competitor's performance.

### **Novice Dancer - Who and what is a Novice Dance?**

A Novice dancer is a competitor aged 7 - 14 years who has **never** gained a first, second or third place at any festival with any dance school for their classical and/or cabaret solo.

A dancer who has entered as a Novice and is still a Novice on 1<sup>st</sup> September will remain as a Novice for GDF once the programme has been set.

A Novice dancer may enter 2 different classical dance genres (Ballet, Character or National/Global) and 2 different cabaret dance genres (Modern, Tap, Lyrical or musical theatre).

A Novice may choose to enter either in the 'Novice' class, or in the 'Open' class but not both with the exception for Boys who may also enter the 'Boys' class and for Intermediates who may enter for Choreography Own Solo.

Novice classes are for ages Junior 7-10 years and Intermediate 11-14 years. It is our intention to provide separate classical and cabaret sections for each age group. Sections may be split further by age ie 7 & 8 years and 9 & 10 years. This will depend on the number of entries received.

### **Parking**

- Park is free. Please park considerately.
- Do not block access for emergency vehicles, or park reserved spaces for GDF volunteers and Adjudicator.
- All vehicles are parked at owner's risk. Neither the school nor the Festival accepts responsibility for loss or damage to vehicles or their contents.

### **Payment**

**Competitors' entry form payment** is to be made in full when their entry form is submitted unless requested not to do so.

**Registered parent/carer wristband payment** can be made in advance by **Monday 21<sup>st</sup> October**.

**Bank Transfer** is the only method of payment available for the above.

Ref: your school's initials and competitor's name. See entry payment form for GDF bank details.

**Audience wristband payment of £5.00** is made on each day of attendance (cash payment only)

**At this festival it is CASH ONLY as card payments cannot be processed.**

### **Performance Hall**

We would be very grateful if parents and competitors would remind their family and friends who may come to support them of the etiquette for this Festival when in and around the performance hall and changing rooms. 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.

To enter the performance hall paying adults will be given at wristband, please ensure this is securely attached to your wrist before approaching the performance hall doors.

In consideration to all performers GDF door stewards do not permit entry during a performance or adjudication. Take the first seat available and move forward as you wish between performances. Do not walk in front of the adjudicator or across the hall whilst a performer is on stage. The audience must be seated and not blocking the aisles. The chairs by the announcer and piano are for the competitors. Whooping and cheering for a performance is not acceptable

GDF operates a one-way system in and out of the Performance Hall. Entry is via stage door right (down steps past reception desk) Exit only via stage door left.

**Food:-** including sweets not permitted in the hall.

**Drink:-** plastic bottles with tops and non-spill drink containers are acceptable.

No cans, or glass containers.

**Phones:-** Please remember to silence mobile phones before entering the performance hall.

Strictly NO photography or filming on any device. 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.

### **Performance order**

The performance order is computer generated. Competitors are to perform as programmed - *changes will be made if the order drawn affects any competitor(s) who may be in a previous or following section, or in a duet/trio/quartet more than once*. Variation to the programme will only be permitted at the discretion of the organiser as any changes may affect other competitors.

**Group dances** will perform as programmed. In the event of a group dance being withdrawn the organiser will decide on the running order as any changes may affect decisions already made for which others may be unaware of.

### **Performing out of Section or for a mark**

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

## **Photography & video recording**

Photography and video recording including on mobile phones is not permitted in the performance hall. Any person reported will be asked to leave the hall immediately and must delete all images. This includes in public spaces and changing rooms. Selfie spots will be available around the school.

## **GDF Official Photography**

Where time permits photographs will be taken by the official festival photographer of those placed first, second & third in the foyer. At the end of each day a small selection may be put on the GDF FB page at low resolution. The link for all the photographs will be available after the festival has finished. These images will be free to only parents of the children photographed. They will be supplied as high resolution copyright free jpegs.

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

## **Practice Areas**

There is not a designated practice area, tables and chairs in your changing rooms will be moved to the outer walls to enable competitor's space in the middle to practice. If your room is busy you may use another changing room if unoccupied providing an adult is in attendance. Priority must be given to those allocated these changing rooms.

The foyers and reception are not be used as practice areas. The entrance and the reception area are busy thoroughfares. The rear foyer near to stage door left, music and tap shoes can be heard in the performance hall.

## **Programmes**

Every competitor will receive a free programme.

- a) add £1.00 post & packing to your entry payment.
- b) collect from GDF reception desk on arrival.
- c) one delivery will be made to CCDS/LVDS/PNSoD/Studio B.

Audience members will receive a complimentary programme with their wristband whilst stocks last.

**All programme times are a guide.** This Festival may run early as well as late. Competitors should be prepared to compete 30 minutes earlier than timetabled after 9am. The Organiser cannot be held responsible for the audience or competitors missing a performance.

**Programme schedule.** A provisional running order will be available July/August. A provisional timetable will be available late September.

**Programme amendments** - Notify the organiser by **Wednesday 16<sup>th</sup> October** of any amendments to the programme or changes for certificates and reports.

**The performance order** is computer generated. Competitors are to perform as programmed - *changes will be made if the order drawn affects any competitor(s) who may be in a previous, or following class, or if in more than one duet per section.* Variation to the programme will only be permitted at the discretion of the organiser as any changes may affect other competitors. Contact GDF if it has not been picked up so we have time to make changes.

## **Props**

- All props for individuals go on-off stage from the performance hall.
- All props for group dances go on-off stage from stage door left.
- Dangerous or breakable props are not permitted including water & glitter.
- Erecting or dismantling props should not unduly delay the festival schedule.
- Small props taken on stage by the competitor should be kept with them.
- Medium size props taken on stage by the competitor should be stored safely against the stage next to stage right steps (*next to the announcer*). After performance remove and store safely against stage next to stage left steps (*opposite side to the announcer*).
- Medium/large sized props to be placed on stage by another person. Store carefully against stage of stage left steps (*opposite side to the announcer*) in performance hall at the start of the section.

Place on stage when the previous competitor has exited and before your competitor has been announced. Clear after the performance and safely store against the stage as before.

- Props must be removed from the hall after the section has been completed.
- The Festival will not accept responsibility for any injuries sustained by competitors using props for their performance.

### **Quartets/Trios**

Eldest partner only (if difference age 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 dance partner registration form for the ID number.

### **Reception**

A GDF volunteer will be on duty at the reception desk

Adult audience members purchase their £5.00 wristband to include a programme by cash payment only. For accompanied children and former GDF competitors still in education, there is no charge.

All times in the printed programme are a guide. This festival may run early as well as late. The organiser cannot be held responsible for the audience or competitor missing a performance.

After competing competitors place their dance number in one try and collect their CD's.

**Medal ribbons & medal boxes** are available to purchase from our reception desk whilst stocks last. Glitter Ribbon **£1.50**. Gloucester Dance Festival Ribbon **£2.00**. medal box **£2.00**. Group Medal **£2.00**.

### **Re-dancing**

- 10 years & under may re-dance if agreed by the adjudicator and still be placed.
- 11 years & over may re-dance but will not be placed (no mark will be given)
- The exception being for technical reasons, or at the request of the adjudicator.

### **Refreshments**

Refreshments will be available in the dining room situated off the foyer. Open topped drinks must not be taken out of the room. Food must not be eaten in public open spaces other than the refreshment room. Please keep all areas clean and tidy and put all your rubbish in the bins provided.

### **Registered parent/carer**

To comply with our Safeguarding of Children Policy the registered parent/carer is deemed to be the responsible adult who completes the entry form, signs it 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 the registered parent/carer is unable to attend with their child on any given day they must notify GDF as to who will be caring for their child. No child can be 'dropped off'.

### **Results**

Results for those placed First, Second & Third in all sections including trophy winners will be produced after the festival and published on the GDF website.

**Ribston Hall High School** Stroud Road, Gloucester, GL1 5LE. Entrance on B4072

**Safeguarding Children Policy** – See separate pdf on website

### **Signing in/Signing out**

The registered parent/carer must sign in and out for each competitor on arrival stating they are fit to perform and to adhere to the festival terms & conditions.

To take full responsibility for their child(ren) and their possessions. Children are to remain in their care for the entire duration whilst on site.

\*The parent/carer must sign in the competitor **not** the competitor themselves 1 hour prior to first dance

\*A competitor **not signed in** means we will **not** be looking for you if GDF is running early

\*A competitor **not signed out** means we **will** be looking for you in the event of a fire etc

**Smoking:** (including e-cigarettes) is not permitted anywhere on the school's premises.

## Stage

Stage size 6130 deep x 9940mm wide plus wings with tabs and curtains Stage dance flooring is used. All competitors (*with the exception for group dances*) access the stage via steps from the performance hall. Both sides have tabs and there is a front stage curtain only used for group dances which requires each dance school entering groups to provide a responsible reasonably tall person to operate the electric curtain. The operating buttons are at the rear of the hall.

## Stage wings

The stage wings are strictly out of bounds to all except authorised person(s). An authorised person may use the wings (*accessed from the performance hall steps*) for the sole purpose of assisting a competitor with wardrobe/props and must leave when the performance has finished.

## Syllabus – See separate document on our website

### Time

This Festival may run early as well as late. Every effort has been made to ensure the timing of each section in the programme is as accurate as possible. Inevitably times will ebb and flow during the day for all sorts of reasons as competitors withdraw, re-dance, missed off the programme, wardrobe malfunction, or a problem with the music. If running late the adjudicator may choose to shorten break times to catch up.

### Time Allowance

Time allowance for each dance is dependent on the age of the competitor, genre of dance and whether it is a solo, duet, trio/quartet or group performance. Please consult the syllabus for all details. 30 second play-off time is permitted only for group dances.

### Timeline dates for 2024

Welcome to GDF	April – now available on GDF website
Syllabus	April – now available on GDF website
Conditions of Entry	April – now available on GDF website
Safeguarding Children Policy	April – now available on GDF website
Changing room rules	April – now available on GDF website
Priority Entry Forms	May For invited dance schools entering group dances
Entry Forms	June Subject to availability and conditions being met
Closing date	<b>No closing date. This Festival will close when fully subscribed</b>
Provisional running order	July/August
Timetable	Late September. <i>Confirmed when files have been sent to the printers</i>
Printed programme	Early October <i>date tbc</i>
Championship entry forms	Closing date and time on invitations

**Titles:** Character, Global and Choreography, to be announced by the competitor centre front stage.

### Toilets

Male & Female competitors are required to use the appropriate toilets at the rear of the school.

15 years & under must be escorted at all times by their parent/carer.

The female toilets near to the performance hall are for audience members and should only be used by competitors in a case of emergency.

The Dyson hand dryer will be switched off due to the noise level. The other hand dryer will be on.

The audience male toilet is situated at the rear of the school on the lower ground floor.

Disabled Toilet can be accessed via the rear of the performance hall through the schools' dining hall.

### Trios/Quartets

**Eldest partner only (if difference age 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 dance partner registration form for the ID number.

### Trophies

Perpetual trophies awarded are held for twelve months and must be returned cleaned and in good condition during the following year's Festival. Any engraving is to be done at the winner's own

expense and must be in keeping with the existing engraving. Many of our trophies are given for competitors to keep.

**Venue:** Ribston Hall High School, Stroud Road, Gloucester, GL1 5LE. Entrance on B4072

## **Volunteers**

All the volunteers give their time freely to 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 that sometimes situations can become quite stressful for all concerned. 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 they should be attending this festival.

We have a wonderful team of volunteers. If you would like to help and could spare some time, we would love to hear from you. You may have a preference for announcing, or scribing (*a list of balletic words is on the desk if you were worried at the spelling*), playing music, or even helping on the performance hall doors.

## **Wheelchair Access**

For performance hall used by the festival, due to the position of the stage in relation to the classrooms used as changing rooms, wheelchair access is via the main school entrance doors not used by GDF. Please let us know and we will open these doors for your guest. Exiting is self-operated. The GDF reception and refreshment room, access is via the side entrance from the rear car park.

## **Withdrawals**

We would be very grateful to know at the earliest opportunity should you make the decision to withdraw from one or more of your dances. We are then able to let the other competitors in your section know in advance. Competitor's entry fees are not refunded to those who withdraw prior to the festival, or those who do not perform on the day.

## **Wristband**

GDF operates a wristband system.

Maximum payment for only the registered parent/carer for all seven days is £25.00 if pre-booked by **6pm Monday 21<sup>st</sup> October** (*see entry form*)

Once the programme is set the registered parent/carer only may pre-book and pay for individual days in advance by **6pm Monday 21<sup>st</sup> October** @ £5.00 per day (*see entry form*)

Daily wristband(s) to be collected from the GDF reception desk on arrival. Listed by dance school and your name.

Pre-paid wristbands **will** be refunded in the event of the competitor being withdrawn from the festival in advance by **6pm Monday 21<sup>st</sup> October**.

Adult audience members pay £5.00 per day (cash only) to enter the performance hall and will be given a wristband and a complimentary programme (whilst stocks last)

You are required to wear your wristband on your wrist to be admitted into the performance hall.

**Please ensure your wristband is secured before approaching the performance hall doors.**

This A-Z is updated on a regular basis.

*Last updated April 2024*

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