



WA Performing Arts Eisteddfod Inc

Rules & Regulations for Entry

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**GOVERNMENT OF
WESTERN AUSTRALIA**



*The City of Bunbury – supporting the Performing
Arts in your community*

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IMPORTANT INFORMATION

By entering into the WA Performing Arts Eisteddfod Inc (WAPAE) you agree to accept and comply with the rules and conditions as outlined in this schedule.

APPROPRIATE CONDUCT

WAPAE expects that all persons involved with the Eisteddfod will conduct themselves in a professional manner when interacting with others or when dealing with colleagues, children, patrons, performers, BREC staff, volunteers, committee members etc. It is expected that all persons involved in this event consider their own behaviour and the impact that this can have on others. Whereas WAPAE recognises that personalities, characters and management styles may differ but, notwithstanding these differences, as a minimum standard it is expected that each and every person will be treated with respect and courtesy. The following behaviour is considered to be, but is not limited to, unacceptable by the Eisteddfod Committee:

Unacceptable behaviour (including bullying, harassment and victimisation), may involve actions, words or physical gestures that could reasonably be perceived to be the cause of another person's distress or discomfort. Bullying or harassment may be by an individual against an individual or involve groups of people.

Anyone involved in unacceptable behaviour risks being removed from the Theatre and can be banned for the rest of the Season's performances including the Gala Concert.

Definition

WA Performing Arts Eisteddfod incorporating City of Bunbury Eisteddfod Inc. is known as **WAPAE** throughout this document.

Copies of Music / Scripts

WAPAE has moved to electronic submission of music scripts.

Music/Scripts must be received **by the 1st of May** otherwise your entry will be deemed invalid.

- Music scripts are to be submitted in PDF format by email to wapa.eisteddfod@gmail.com
- There is to be one file for each section entered by each competitor.
- All Music/Scripts must be in a file labelled with the Section Number and Competitor Name. For example the filename should read "V01234 Anne Smith"
- DO NOT LEAVE MUSIC/SCRIPTS UNDERNEATH THE OFFICE DOOR
- DO NOT LEAVE MUSIC/SCRIPTS AT BRAG OR BREC

All copies will be destroyed immediately after the performance.

Original composition music or manuscript – to be submitted in the same way as other music scripts.

Backing Tracks

Tracks must be received **by the 1st of May** otherwise your entry will be deemed invalid.

- Tracks are to be submitted in MP3 format by email to wapa.eisteddfod@gmail.com
- There is to be one file for each section entered by each competitor.
- All tracks must be in a file labelled with the Section Number and Competitor Name. For example: if Anne Smith is performing in Dance section 1234, then the filename should read "DA1234 Anne Smith"

NB: Backing Tracks will be deleted the end of the day of your performance

Whereas WAPAE takes all due care, it accepts no responsibility for misplaced or lost music/scripts.

Please note: some Disciplines have extra conditions.

Please check information at the beginning of your particular Discipline.

Rules and Conditions of Entry

Due to NEW copyright restrictions, we ARE REQUIRED BY LAW to publish ALL music/script titles and name(s) of the composer(s) and/or Arranger(s) and Author(s) for all sections.

These must be included on your on-line entry form(s).Any routines or music/scripts etc. entered without these sections being completed will be deemed ineligible and you will NOT be allowed to perform

1. Participants

WAPAE is only open to amateurs, with the exception of Open Sections. An amateur is one whose principal source of income is not derived from the exercise of his or her talents in the particular class to which he/she is seeking entry. Each competitor may only perform once in any Section. If there are too few entries for a particular Section, different age groupings may be combined. Entries in "Any Age" Sections will be looked at after the closing date and separated into suitable/manageable Sections as considered appropriate by WAPAE.

2. Sections

All Sections are Competitive, Own Choice, One Piece unless otherwise stated.

3. Open Sections

Open Sections are open to amateur and professional performers including teachers. Please refer to the Dance area of this Schedule for the ruling on Open Sections for Dance.

4. Novice Sections

Novice Sections are for persons who have not previously won a first place in any solo Section for that particular discipline in the WAPAE. Please refer to the Dance Section for ruling on Novice Section explanation for dance.

5. Age Groupings

Some Sections have been identified as Junior, Intermediate or Senior/Open instead of age groupings. The ages for these Sections are:

Junior	12 & Under
Intermediate	13 – 16
Senior/open	17 & Over

6. Non-Competitive Sections

Non-competitive Sections are open to everyone. An adjudication report will be issued to each participant. No score will be recorded.

7. Graded Sections

Competitors may only enter one grade Section. It is a condition that entrants in Grade Sections are studying that grade level at closing date of entries. Selected pieces must be from the Classical or Modern Repertoire listed in a nationally recognised current examination syllabus. **See applicable time limits for graded pieces (Grades are the grades achieved in performance NOT the school year level).**

8. Time Limits

Please indicate the approximate performance time/length of all pieces on all your entries to assist us with accurate programming. The maximum time limits for own choice Sections are listed next to each Section in this schedule. **Maximum time limits will be strictly applied and participants who go over their Section time limit by more than one minute can be disqualified, subject to Adjudicator's discretion. They will still receive an adjudication report.**

9. Competitors Obligations

- a. *Copyright Rules:* All entrants and/or teachers must accept responsibility in relation to copyright, including permission of the copyright holder, to use any material in the course of competition. In the event of there being any dispute or protest, about whether a particular competitor is entitled to use particular material, the decision of the Adjudicator(s) will be final and absolute.
- b. *Competitor/Participant:* Must use original copies or authorised photocopies.
 - Authorised photocopies must be accompanied by a letter from the publisher or copyright holder.
 - Performers using photocopies to facilitate page turning must also have the original music with them.
 - Schools may use AMCOS stamped copies in accordance with AMCOS agreement.
 - A PDF scanned copy must be provided for the adjudicator and will be destroyed after use.

Please Note: When using photocopied music, you must bring proof of Authorisation, or you will not be permitted to perform.

- c. *Order of Competition:* The order in which participants perform will be drawn up after the entry closing date and will be as printed in the Eisteddfod Programme, unless officially authorised or directed otherwise. If not present when called, participants risk disqualification.
- d. *Personal Presentation:* The Committee expects behaviour of competitors and audience to be appropriate to the occasion. All children must be supervised in the auditorium. Offenders will be removed from the theatre. All performers are expected to be suitably attired.
- e. *Supervision:* All participants under the age of 18 must be accompanied or supervised by an adult at all times. School groups must follow excursion supervision guidelines set by their school and instructions given by WAPAE allocated Choir Marshall.
- f. *Protests:* To be made in writing within one hour of the disputed competition, and to be accompanied by a \$40.00 deposit. The deposit will be forfeited if the protest is deemed frivolous.
- g. *Backing Tracks:*

This year WAPAE is moving to electronic submission of Backing Tracks

Tracks must be received **by the 1st of May** otherwise your entry will be deemed invalid.

- Tracks are to be submitted in MP3 format by email to wapa.eisteddfod@gmail.com
- There is to be one file for each section entered by each competitor.
- All tracks must be in a file labelled with the Section Number and Competitor Name. For example: if Anne Smith is performing in Dance section 1234, then the filename should read "DA1234 Anne Smith"

All copies will be destroyed immediately after the performance.

10. Title of Piece

Participants must state on their entry the title and composer/arranger and / or author of the piece they intend to perform, as well as the approximate performance duration.

Please Note: if you are performing a Traditional Folk Song where there is no composer/arranger please type "Trad Folk" in the box for the Composer.

Please note: A photocopy of this piece/accompaniment must be sent to the Eisteddfod Office immediately. Failure to do so will deem the entry invalid and will be returned to sender. This piece must be performed at the Eisteddfod. A different piece will not be accepted. This rule applies to both competitive and non-competitive participants. See page 6 for more information.

11. Duets/Duos/Trios

All duets/duos and trios must include some harmony. Age limit applies as per Condition 12 of this Schedule. Please note that participants who enter as a duet/duo or trio must perform as stated on their entry. (e.g. Performers entered as a trio will not be permitted to perform competitively on the day as a duet/duo).

12. Ensembles

4 – 16 Participants

Please ensure any group entering in the Ensemble Sections must enter under a Single Group Name (for example only: "The Beatles, Choir of Hard Knocks, Human Nature" etc) and not each individual participant.

13. Adjudication

- a. Assistants:* The Committee reserves the right to appoint a Co-Adjudicator, or assistant, or substitute adjudicator when necessary.
- b. Compliance:* The Adjudicator's decision as to whether or not a Section presented or proposed by a competitor complies with the conditions of a particular Section shall be final.
- c. Communication:* Communication with the Adjudicator, either by competitors, teachers, or other interested parties during the course of a session is prohibited.
- d. Critique:* A detailed critique by the Adjudicator will be provided for competitors in each Section. It will be available at the end of each session.
- e. Participation eligibility:* Any competitor who has been taught by the adjudicator during the three months prior to the competition will not be eligible to enter.
- f. Certificates/Awards:* In competitive Sections the Adjudicator has the right to withhold an award where sufficient merit has not been displayed.

14. Age Limit

In all events subject to an age limit, the age on 30th June shall be deemed to be the age of the participant. In situations of Duets/Trios and Ensembles, the age of the oldest competitor in the group determines the age category.

Participants in the Dance Section will not be permitted to perform outside of their age group. For example a 15 year old dancer can perform in the 16 and under Sections but not 18 and under.

15. Birth Certificates/Proof of Age

The Committee reserves the right in any age limit to call upon a participant to furnish at his/her own expense proof of age.

16. Entries

Competitors can only perform once in any Section that is a solo, duet, trio, quartet or small ensemble with fewer than 9 participants. However, performers may participate in more than one choir or group act in the same Section provided there are more than 10 participants in the choir or group, with the exception of Dance.

17. Repetition

Any Section content may not be repeated in part or full in any other category of the Eisteddfod.

18. Participant's Cards

Participant cards are available in the Green room 15 minutes before the start of the session.

Session times for your performances will be available in STARDOM as approximately 3 weeks before the start of the Eisteddfod.

19. Accompanist/Accompaniment

There will be no official accompanist appointed. Participants must therefore provide their own. Whilst accompanists are not mandatory, unless specified in a Section it is recommended that an accompanist is used. Piano, acoustic guitar or percussion instruments are acceptable for all solo Sections.

Photocopied Music for Accompanist

- A single photocopy of the accompaniment can be made for use in a performance such as an Eisteddfod.
- The single copy must be marked with the words “**Accompanist's Copy**”.
- After the performance, the “Accompanist's Copy” must be handed to the Eisteddfod Organization for collection and will be destroyed at the conclusion of the event. Competitors/participants who fail to comply with this rule risk disqualification.

20. Recorded Accompaniment

(please also refer to Point 8g for further information)

Please check the rules for amplification (see below) if you are planning to enter Sections with recorded accompaniment.

All recorded accompaniment will be patched through in the sound system at BREC.

No person, unless authorised by the Eisteddfod committee in consultation with BREC, may sit with the sound operator.

21. Amplification - Microphones

- Where amplification is required, the Eisteddfod endeavours to supply one guitar amplifier, one base guitar amplifier and one piano amplifier. BREC supplies a limited number of standing microphones as well as headset microphones. These can be

provided if requested on a completed and submitted Tech Form for your use at BREC.
No drum microphones are allowed.

- Where microphones are used, they will be patched through BREC sound system.
- Teachers please set realistic volume levels - appropriate sound levels will form part of the adjudication. We are also encouraging minimal set up times.
- NOTE: If you are bringing your own equipment, **PLEASE REFER TO OUR WEBSITE FOR IMPORTANT ELECTRICAL INFORMATION**

22. Scenery, Props & Costumes

With the Exception of the category "Dance Production"

21.1 Character Songs/Demi-Character/Song & Dance:

- Simple hand-held props (basket, scarf, doll, flowers, etc) are permitted only if actually used in the routine.

21.2 No "people props" are allowed.

21.3 Solo, Duo or Trio performers are only allowed to use a prop which can be carried on stage by one person.

21.4 At no time on stage are performers allowed to use fire or to have sharp implements or props with sharp edges or any live animals.

21.5 No props are to be used which require assembly on site.

21.6 Props of a height of 2 metres or more that will be performed on in any manner (e.g. for standing, walking, etc) MUST include a hand-rail. This is a safety and insurance requirement and CANNOT be waived. All such props must not exceed a height of 2.2 metres.

21.7 Other scenery/props which have been constructed must be certified by a competent person who has knowledge of engineering and it must have a load ratio. A full risk assessment must be supplied to WAPAE and BREC.

21.8 Each group using "scenery/props (other than small hand-held)" will be allocated a spot backstage by the Theatre Technical staff at BREC.

21.9 Please refer to the **EISTEDDFOD DANCE WEEK- SET DROP OFF AND PICK UP TIMES document available for download from our website.**

21.10 There must be no debris, residue or substance from an entrant's performance or costume requiring the stage to be cleaned and causing delay to the session. Penalty applies. No liquids, soap bubbles or excessive body talc should be used and the surface of the stage must not be coated.

23. PROPRIETY

Music, make-up, costumes and choreography **MUST BE** suitable to the age of ALL PERFORMERS and sexually explicit actions avoided.

24. DRESSING ROOM

Dressing Room facilities are very limited at BREC. Entrants are therefore requested to come as pre-prepared as possible (especially make-up). Thank you for your cooperation.

25. Repeats

Subject to the time limits indicated, repeats should be minimised.

26. Program Alterations

The Committee, whilst desiring to adhere to the programme as printed, reserves the right to amend the same if and when necessary.

27. Silence

Silence must be maintained by audience, backstage hands and participants during all performances. Any participant offending in this respect, or through other misbehaviour, will be removed from the entire Eisteddfod.

28. Recording and photographs of performances

All persons who attend, participate, or are involved in this Eisteddfod are not permitted to take or make any private videos, photographs or audio recordings. This not only contravenes **child protection** but also the Australian Copyright Council, the Australasian Mechanical Copyright Owners Society and Copyright Agencies.

The WA Performing Arts Eisteddfod Inc. reserves the right to remove any person(s) who breach this Rule from any Eisteddfod performances, regardless of where they are held.

The Eisteddfod appoints an official photographer and endeavours to source a videographer but this cannot be guaranteed for each Season. Please also be aware that the photographer and/or videographer may not be in attendance for every single session. For more information regarding photography, please contact the current Official Photographer. Contact details of the Videographer, if available, will be advertised before the Eisteddfod Season commences.

All persons accept that, by entering/participating in this eisteddfod, they will be photographed and video recorded. The committee, for promotion of the Eisteddfod, may use these images/recordings. The committee will not pass any image(s) on to a third party unless prior approval is sought.

Please be aware that the Official Photographic Provider may use images to promote their service.

29. Safety Risks

Competitors acknowledge that they compete at their own risk. Performances should be designed to be safe for the performer, audience and theatre. Any “unusual” Sections should be discussed with the WAPAE and the BREC Theatre Technicians at least one week prior to you going on stage.

WAPAE and BREC Theatre Technician/ Stage Manager may prevent a planned performance if in their opinion technical safety is inadequate or performers are at risk.

The Committee or Adjudicator has the right to stop any Section if they are of the opinion a competitor has suffered a serious injury, or there is a possible risk of serious injury.

30. Stopped Sections:

- Sections so stopped in 29 may be repeated and adjudicated normally, at an appropriate time, subject to the opinion of the Adjudicator and Committee on the nature of the danger.

- Minor incidents that occur due to faulty property, choreography or costume design are not necessarily a reason for stopping and restarting a Section. Only the ultimate safety of the Competitor is to be considered.

31. Animals

Due to Safety issues and concerns NO ANIMALS/BIRDS ETC ARE ALLOWED TO BE IN THE THEATRE OR ON STAGE AT ANY TIME DURING THE EISTEDDFOD SEASON.

32. Rehearsals

No rehearsals are allowed at BREC during the Eisteddfod Season.

33. Recitals / Major Prize Money Sections

There must be a minimum of 3 entrants in the Section for prize money to be awarded. In the event of there being less than 3, entrants will be notified, and entry fees will be refunded upon request, should they wish to withdraw. Should a contestant decide they still wish to perform the trophy will be awarded if the contestant is awarded a First Place.

34. Gala Concert

All participants should be aware that they may be invited to perform or receive an award at the Gala Concert. Notice of invitation may only occur a few days beforehand so please keep the date free in your diary to avoid disappointment

Note: Sections for the Gala are selected from Adjudicators' recommendations and the Committee to provide a balanced programme. No winners are guaranteed an invitation to perform.

35. Refunds

As a general rule refunds are not given by the WA Performing Arts Eisteddfod.

36. Rights of the Committee

Final Decisions: The decision of the Committee on all questions and disputes arising out of, or not provided for, in these conditions shall be final. All entries are received subject to this proviso and shall not be subject to any appeal.

FAQs

1. How do I enter the Eisteddfod?

Go to the Eisteddfod website at www.eisteddfodwa.org.au and follow the prompts to "Online Entries".

2. What if I don't have access to the internet?

Please contact the Eisteddfod Office on 0432 956 440 to arrange a time to come in and use the internet in the Eisteddfod Office. A volunteer will be available to help you.

3. Do I need to send a copy of the music or script I am using?

Most Sections require the music/script to be sent in. Scripts are to be sent in via email. Please check the rules & regulations for further details. Please do not request an extension of time to submit the music/script as refusal may offend.

Music/Scripts must be received **within 21 days of close entries** otherwise your entries will be deemed invalid.

4. I am entering a choir/ensemble/troupe Section. Do I need to give the name and age of each competitor?

You must indicate the number of performers in group Sections and supply on a separate sheet all names and the date of birth of the eldest performer to be sent into the Eisteddfod office with a copy of your online receipt immediately. The WAPAE committee relies on an honour system and trusts that teachers will ensure all competitors are eligible to compete in the Sections entered. Disqualification will occur if any competitor in the Section is found to be ineligible.

5. Can I use a photocopy of the music when performing?

Rules and regulations as set by the Australian Copyright Council must be adhered to. Compliance with Copyright Law is the responsibility of the individual.

When sheet music, printed material, dramatic or literary extracts are used the following will apply:

1. Competitor/Participant:

- Must use original copies or authorised photocopies.
- Authorised photocopies must be accompanied by a letter from the publisher or copyright holder.
- Performers using photocopies to facilitate page turning must also have the original music with them.
- Schools may use AMCOS stamped copies in accordance with AMCOS agreement.
- A scanned PDF copy must be provided for the adjudicator and will be destroyed after use.

Please Note: When using photocopied music, you must bring proof of Authorisation, or you will not be permitted to perform.

2. Accompanist:

- The accompaniment part must be printed on the same page as the solo instrumental or vocal part(s), i.e. Inseparable from the solo part.
- A single photocopy of the accompaniment can be made for use in a performance such as an Eisteddfod.

- The single copy must be marked with the words “**Accompanist’s Copy**”.
- After the performance, the “Accompanist’s Copy” must be handed to the Eisteddfod Organization for collection and will be destroyed at the conclusion of the event. Competitors/participants who fail to comply with this rule risk disqualification.

6. Can I use the same routine, piece, script for different Sections?

No. Routines, music pieces, scripts etc can only be performed once throughout the Eisteddfod.

7. Can I perform two different pieces in the same Section number?

Competitors can only perform once in any Section that is a solo, duet, trio, quartet or small ensemble with fewer than 9 participants. However, performers may participate in more than one choir or group act in the same Section provided there are more than 10 participants in the choir or group, with the exception of Dance.

8. Are all the Sections competitive?

Most Disciplines in the schedule include a non-competitive Section to allow for performers who wish to gain experience performing without the additional pressure of competition. Feedback from the adjudicator is provided and a certificate of participation awarded.

9. Am I allowed to record my performance at the Eisteddfod?

Video / Photography / Audio Recording IS NOT PERMITTED –This not only contravenes **child protection** but also the Australian Copyright Council, the Australasian Mechanical Copyright Owners Society and Copyright Agencies.

The **Australian Institute of Family Studies** produces a brochure which defines images of children and young people online. The WA Performing Arts Eisteddfod can provide a copy should you wish to peruse it or it is available for download from the following website: www.aifs.gov.au/

We would appreciate it if teachers could inform parents and performers of reasons for the banning of cameras and mobile phones and other recording apparatus. While we understand the natural desire to record performances, **it will not be permitted.**

The WA Performing Arts Eisteddfod Inc reserves the right to remove anyone from any Eisteddfod performances, regardless of where they are held, if they breach this Rule.

10. Can I put in a late entry?

Late Entries can be accepted generally for approx one week after closing date.

Please Note: a late entry fee of \$10.00 per section/entry will be charged.

11. Definitions

Unless otherwise specified in this Schedule, the following definitions will apply:-

Ensemble – 4-16 participants

Choirs – 17+ participants