

Combined Syllabus

A very warm welcome to the 72nd Worcester Competitive Arts Festival!

Our aim is to give amateur musicians and actors in our county and beyond an opportunity to demonstrate their skills in a friendly and supportive environment. Each class is adjudicated by professional adjudicators who give constructive and encouraging feedback to all participants.

The festival is for anyone, of any age, from anywhere. We welcome entries from anyone with learning and/or physical difficulties. However, please note that wheelchair access to some rooms at the Royal Grammar School is restricted at the moment. Please contact Jan Venables for further advice: 07928 316080 or janrobven71@gmail.com

The members of the organising committee are working hard to co-ordinate this year's Festival and you will see that more new classes have been introduced, along with workshops and masterclasses from experts in their respective fields. We are also exploring additional venues, so please do check the dates, times and venues carefully for your chosen activities. We hope that this increases accessibility and enjoyment for all.

Please take a look at the special classes. Not only does each member participating receive a certificate, winners receive trophies and some classes award special monetary prizes!

Following the extremely positive feedback last year, entries continue to be made online via www.playandperform.uk

We look forward to receiving your entries no later than Monday 23rd January 2023.

The majority of classes for the festival will take place at the Royal Grammar School, Worcester on Saturday 11th and 18th March 2023. Other dates and venues will be confirmed as soon as possible.

The festival concert will take place on Monday 27th March 2023. (Venue and date to be confirmed).

COMMITTEE

Kate Branchett (Chairman), Jan Venables (Vice Chairman), Sharon Vas (Secretary), Ali McIndoe (Treasurer), Kevin Brooke, Rosemary Hopkins, Bryan Husband, Stuart Inglis, Christina Manson

Honorary Life Member - Mrs Marian Walters MBE

Life members - Mrs V. Cairns, Mrs L. Cole, Mrs S. Joynes, Mrs B. Spybey, Mrs A. Uren

The Festival is run on a voluntary basis. We are always in need of help with stewarding and general support on festival days. If you could offer any assistance, we would be most grateful. Please contact Jan Venables: 07928 316080 or janrobven71@gmail.com

The Worcester Competitive Arts Festival is affiliated to the British and International Federation of Festivals for Music, Speech and Drama. The Festival Annual General Meeting will be held on Wednesday 4th October 2023. All are welcome to attend. Please see our website: www.wcaf.org.uk for further details.

We would like to thank the Royal Grammar School, the Marr's Bar and Bishop Perowne C of E College for the hire of their premises.

WELCOME FROM OUR PRESIDENT MICHAEL LUNNEY

Over the last eighteen months COVID's unyielding vice-like grip created an arts wilderness, with so many graduating students having their vocational dreams decimated into a futile quest, with years of study, rehearsal and practice suddenly squandered into an unworkable outlet, with nowhere to showcase their gifts as the country went into a series of lockdowns. So now, more than ever, as we emerge from this arts tundra, do we need to applaud and champion the endeavours and accomplishments of our young performers... they are the future! I hope through their struggles and hard work they're also able to enjoy their artistic journeys with youthful vigour and ambition, with the fruits of their labours once again allowing us to broaden our smiles and to fill our hearts once more with joy!

Michael Lunney

THE 'EARTH' WITHOUT 'ART' IS JUST 'EH' - Demetri Martin

PAUL FARRER - PATRON

Paul Farrer is one of the UK's highest profile media composers. He has composed the music for numerous films, video games and TV programmes including Dancing on Ice, Gladiators, Ant and Dec's Push the Button, the Krypton Factor, the Chase, Jedward's Big Adventure, Fort Boyard, the Jerry Springer Show and the BBC's most successful international format of all - The Weakest Link. He is the recipient of a BMI Composer Award. He is a member of both the Media Executive of the British Academy of Songwriters, Composers and Authors and a member of the British Academy of Film and Television Arts (BAFTA).

WCAF Awards for High Achievement

These trophies and honours will be awarded to the most outstanding performances in the Festival, with the recommendation of the adjudicators. Winners should be available to perform at the Festival Concert, where the trophies will be presented.

THE MICHAEL LUNNEY PRIZE (Festival Prize for Solo Acting)

This will be awarded to a competitor who has given an exceptional performance in acting. The winner will become involved in the Middle Ground Theatre for a week to learn and observe the working of a prestigious company.

WORCESTER ARTS COUNCIL TROPHY FOR HIGH ACHIEVEMENT IN DRAMA

WORCESTER ARTS COUNCIL TROPHY FOR HIGH ACHIEVEMENT IN MUSIC

ROTARY YOUNG PERFORMER OF THE YEAR

This trophy, kindly donated by Worcester Severn Rotary, will be awarded to a competitor of 12 years or under, who has given an outstanding performance in drama.

INNER WHEEL YOUNG PERFORMER OF THE YEAR TROPHY

This trophy, kindly donated by Worcester Severn Rotary, will be awarded to a competitor of 12 years or under, who has given an outstanding performance in music.

SEVERN ARTS TROPHY

This trophy, kindly donated by Severn Arts, will be awarded to an inspirational and outstanding instrumental player recommended by the adjudicator. Piano or voice are not eligible.

General Rules and Regulations

GENERAL

1. Entries must be submitted electronically via the PlayandPerform platform by 23:45 on Monday 23rd January 2023. Verbal or paper entries will not be accepted.
2. No entry can be accepted unless accompanied by the correct fee. Fees can be paid via credit or debit card or by BACS transfer at the point of making the entry via PlayandPerform.
3. For online sections, VIDEOS and ADJUDICATORS' COPIES must be submitted electronically by 23:45 on Monday 13th February 2023. Late submissions will not be accepted and entry fees will be forfeited if video submissions are not received by the deadline.
4. Entries may be withdrawn at any point, but fees are non-refundable. Competitors withdrawing from classes are asked to let us know as early as possible: admin@wcaf.org.uk
5. The Committee reserves the right to:
 - i. change any class to a virtual class, meaning that video submissions will be required by the

advertised deadline

- ii. cancel any class and return the fee
- iii. divide and/or combine some classes
- iv. change the order of individual performers in a class and if necessary, the class itself
- v. make any changes necessary to the festival to accommodate current government guidance on infection control

6. The Competitor's age on 1st September 2022 shall be regarded as his/her age for the purposes of the competitions. (This corresponds with the academic year 1st September - 31st August.)

7. Competitors may enter only ONE age or standard class plus the OPEN CLASS in each SECTION. Performances on two DIFFERENT instruments may be entered in the same class/section.

8. A different piece must be played or performed for each entry.

9. It is the performer's responsibility to ensure that they have the correct equipment and music to enable them to perform. Due to difficulties experienced in other recent festivals, our festival advises against the use of digital devices as a digital score.

10. Competitors who overrun time limits or perform in the incorrect genre will receive adjudicator's comments only and will not be placed. The adjudicator's decision is final and in no circumstances will any subsequent discussion or correspondence be entered into.

11. No eating or drinking is allowed in the competition rooms, but plastic water bottles are permitted.

12. Individuals should bring their own music stands with them. Bands and orchestras requiring music stands please contact Jan Venables: 07928 316080 AT LEAST one week before the festival.

13. Recording and photography of Classes is NOT allowed during performances and adjudications. We may have an official photographer who will take photographs during festival days, which may subsequently be used by the Press or on the Festival website. Where parents, guardians or carers do not wish photos to be taken at all, then the responsible adult attending should ensure that a committee member is aware so that their child/pupil/vulnerable adult is not included in official authorised photos.

14. One of the following categories will be awarded to each performance: Commended, Highly Commended, Merit, Distinction, Honours. In all cases the Adjudicator's decision will be final. The Adjudicator will announce the winner of each class. In classes of 5 or more, a 2nd place will also be awarded. In classes of 10 or more, a 3rd place will also be awarded.

15. Copies of the Adjudicator's remarks should be collected from the steward at the close of each Class. Certificates should be collected from the certificate area in the foyer. There may be a slight delay, as certificates are prepared as quickly as possible following the end of the class.

16. Trophy winners are required to sign a form on receipt of their trophy.

17. The timetable will be available on the WCAF website: www.wcaf.org.uk It is the competitor's responsibility to ensure they are in the correct place at the right time. A map and signage will be available at the venue.

MUSIC CLASSES

18. In classes where the time limit is 5 minutes or less, ONE PIECE is to be performed. Where the time limit is 6 minutes or more, ONE or TWO pieces may be performed unless otherwise stated. Timings should include breaks between pieces. The competitor should give an introduction (no longer than 30 seconds) including the title of the piece to be performed.

19. A copy of own choice pieces must be provided for the Adjudicator in the same key as the performance. For Rock and Pop and Jazz classes, a formal score might not always be appropriate, but a chord tab or crib sheet MUST be provided instead, clearly indicating the title and composer. Unauthorised copying of music is an infringement of copyright. If the music is out of print, permission to copy MUST be obtained in writing from the publishers and a copy of their letter or email attached to the music. The Music Publishers' Association has issued a code of practice making the concession that own choice pieces may be copied from volumes only and for the use of the Adjudicator only. The copying of music for the accompanist is forbidden. Photocopies for the Adjudicator must be totally legible. With the exception of the above concession, no other photocopying of music is permitted. If music is downloaded from the internet, the performer should also print off and submit the permission statement that accompanies the music. The adjudicators' photocopies will not be returned.

20. THERE IS NO LONGER AN OFFICIAL ACCOMPANIST. Competitors should bring their own accompanist (and page turner where necessary). Pieces that require accompaniment MUST be played with an accompanist. Pre-recorded backing tracks are not permitted for use as an accompaniment, except where stated in the syllabus. Where pre-recorded backing tracks are used, they must be uploaded by Monday 13th February 2023. Performers are responsible for ensuring that the uploaded version is correct.

21. Where specifically stated in the syllabus, live performances at the festival or video submissions can include live accompaniment or high quality backing tracks, providing that they are balanced and do not detract from the overall performance. No solo instrument or voice is permitted as part of any backing track and the part being played or sung by the entrant should not be duplicated as part of the backing track. If using a backing track at the festival, competitors must bring their own PAT-tested playback equipment.

MUSICAL THEATRE, POETRY, PROSE AND DRAMA CLASSES

22. The Festival has an agreement with the Authors' Licensing and Collecting Society. This means that entrants do not have to seek copyright permission for any poetry, prose or SOLO dramatic item performed, to a time limit of 15 minutes. Authors will be directly reimbursed as a consequence of

their works being performed at this Festival. Duologues and group dramatic activity are NOT covered by this agreement and copyright for these items should be sought by performers at the time of entry.

23. The title and author of all own choice pieces must be handed to the adjudicator's steward before the class starts. A copy of own choice pieces must be provided for the Adjudicator at the beginning of the Class.

24. Competitors are reminded that due to Performing Rights, no costume or scenery may be used but movement and basic props are allowed. The following props are acceptable - practice skirts, practice trousers, scarves, shawls, headwear, gloves, fans and other hand-held small items. Competitors in these classes are allowed to provide their own prompts. Competitors should NOT wear stage makeup.

25. Unacceptable Language Thresholds. Some works performed often explore adult themes, and contain strong language. However care should be taken when choosing or devising contemporary pieces. We ask that you present your work in a manner that respects the 'family' orientated nature of the festival and avoids the unnecessary exposure of younger children to inappropriate themes and language. Therefore, in the Speech & Drama section, if you have some potentially contentious language or themes in your passage, a copy of the piece as you intend to perform it must be sent to the festival prior to the festival, or upon entry. Four letter words (e.g. f****) must be replaced by milder expletives, and such expletives should be used only sparingly. The festival aims to celebrate the best and highest forms of literature and language, and therefore reserves the right to refuse entries that are made up of continuously bad language and/or gratuitous expletives.

26. The person making the entries should ensure that each entrant is aware of all the rules and has read the Safeguarding Policy and the Privacy documents.

ADMISSION

27. The Festival is run by volunteers but, in order to hire the venue and pay professional adjudicators, a charge for admission has to be made. Members of the public will be admitted to the festival at a charge of:

Adults £5.00

Children (under 18) Free

Tickets are valid for the whole day. There are no half-day tickets. SCHOOLS ARE REQUESTED TO INFORM ANY PARENTS LIKELY TO ATTEND THAT THERE WILL BE A CHARGE FOR ADMISSION. Programmes covering both days of the Festival will be available priced £2. Competitors, teachers, conductors and accompanists are admitted free of charge.

28. Spectator tickets and programmes will be available in advance via the WCAF website and on the door on the days of the festival. Please bring your proof of purchase to reception on the day of the festival to receive your entry stickers.

29. Car parking is limited at RGS Worcester. Please contact Jan Venables on 07928 316080 well in advance so that arrangements can be made for disabled access if necessary.

For all policies, including our Safeguarding Policy, please visit: www.wcaf.org.uk

Syllabus

No classes created for this section

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Policies

PRIVACY NOTICE

Worcester Competitive Arts Festival takes great care to preserve your privacy and safeguard any personal data you provide to us. We may collect personal data from your name, address, date of birth, telephone number, email address. We may use your personal data in a number of ways:

- Processing your entry form to take part in the Festival
- Including your name in our programme
- Sending you Adjudicator comments and Certificates
- Responding to a general enquiry made to us
- Dealing with a complaint or concern
- Including your photo or name on our website or social media
- We will only ever use your personal data to manage your Festival involvement with us, including keeping you up to date with any festival news.
- We will never disclose your personal data to anyone outside the organization of the festival without your prior permission.
- We will never sell your details to any third party and we do not buy any personal data. - We may share or disclose your personal data if we are required to do so by any law or court order.
- We have implemented measures to protect your personal data from improper use.

For any concerns regarding your rights in respect of the personal data we hold about you contact: janrobven71@gmail.com

Festival Contact;

Rosemary Hopkins (Chairman): 01684568663 rosytosy@hotmail.co.uk

Designated Safeguarding Lead (DSL): Jan Venables 07928316080 janrobven71@gmail.com

SAFEGUARDING POLICY

WORCESTER COMPETITIVE ARTS FESTIVAL 2022
SAFEGUARDING/CHILD PROTECTION POLICY

Policy Review Date: 10/11/2022

Next Review Date: 09/08/2023

Child Protection Training : 09/08/2022 - 09/08/2024

Designated Safeguarding Lead (DSL): Jan Venables

PRELIMINARY STATEMENT

The British and International Federation of Festivals and Worcester Competitive Arts Festival are committed to ensuring a safe environment for children and young people and recognise our responsibility to safeguard their welfare by a commitment to recommend best practice which protects them. This Policy applies to all personnel working on behalf of Worcester Competitive Arts Festival. We recognise that:

The safety of children and members of other vulnerable groups is paramount and all, without exception, have the right to equal protection from all types of harm or abuse. All suspicions and allegations of abuse will be taken seriously, responded to swiftly and appropriately and all the festival's organisers and volunteers have a responsibility to report concerns.

THE PURPOSE OF THE POLICY

To provide protection for the children and young people who participate in our Festival, including the children of festival members.

To provide Festival personnel guidance on procedures they should adopt in the event that they

suspect a child or young person may be experiencing, or be at risk of, harm.

We will seek to safeguard children and young people by: Valuing them, listening to and respecting them; adopting child protection guidelines through procedures and safe working practice for all Festival staff.

We will provide effective management for Festival personnel through supervision, support and training.

Any concerns will be documented, signed and dated and passed to the DSL.

We will share information about child protection and safe working practice with parents and volunteer staff.

If deemed necessary, we will share information about concerns with appropriate agencies.

TO WHOM DOES THIS POLICY APPLY

This policy relates to children under the age of 18yrs and members of vulnerable groups of any age whose needs are identified to the Festival organisers by parents/guardians/and /or teachers prior to their arrival at the Festival. Our Festival actively seeks, wherever possible, to meet these needs including those with physical disabilities but must know beforehand in order to provide assistance if possible.

THE FESTIVAL ENVIRONMENT

The object of the Festival is to provide a safe environment for amateur performance in Music and Drama, combined with an educational element from professional adjudicators.

Performers up to the age of 18yrs are the responsibility of their parents, guardians, carers or teachers whilst at the Festival. Public areas, practice rooms, toilets and changing areas will NOT be supervised by Festival Stewards on the days of the Festival.

When attending any classes at the Marr's Bar, anyone under the age of 18 MUST be accompanied by a responsible adult. ID will be requested upon entry if anyone appears to be under the age of 25.

Where parents/guardians /carers/teachers are not personally attending with their children, this Policy requires them to be satisfied that their children will be accompanied to the festival and adequately supervised by responsible adults acting at all times on their behalf.

A copy of this Policy is available online on our website: wcaf.org.uk, on the Play&Perform entry platform along with the Festival Syllabus, as part of the Festival Programme and displayed publicly in the Reception area on Festival days.

All stewards are made aware of this Policy at their training sessions.

THE FESTIVAL PERSONNEL

All Festival Personnel are volunteers.

Names and addresses of all members of the Festival committee and Stewards are held securely by the DSL and used solely for the purpose of the Festival. The Adjudicators and Festival committee are DBS checked and stewards are required to complete the required British and International Federation of Festival's recruitment form. All stewards attend a 2 hour Training session prior to the Festival Day including Safeguarding and Fire Evacuation Procedures.

Adjudicators, Committee members, Stewards, Photographer, First Aider will sign in/out on Festival days and wear an identifiable badge.

MOBILE PHONES, PHOTOGRAPHS, VIDEO RECORDING

An official photographer DBS checked will be appointed to take photos. They will be required to wear an identity badge.

It is the responsibility of the parent/teacher/carer/guardian to give permission on entry form for official photographs to be taken which may subsequently be used by the Press or on the Festival website.

It is the responsibility of the parent/carer/guardian/teacher to notify the DSL of any child not able to be included in a photograph for social/legal reasons.

All mobile phones must be switched off during classes.

No videoing or photography will be allowed during classes. Any person infringing this rule will be asked to leave the room where the class is being held.

UNACCEPTABLE LANGUAGE THRESHOLDS

The Festival aims to celebrate the best and highest forms of literature and language, and therefore reserves the right to refuse entries that are made up of continuously bad language, sexual inferences and/or gratuitous expletives. We ask that you present your work in a manner that respects the 'family'orientated nature of the Festival and avoids the unnecessary exposure of younger children to inappropriate themes and language.

ONLINE SAFETY - ONLINE CLASSES

This policy covers the use of social media by the Festival. Permission must be given on the entry form by the parent/guardian to allow a video performance if required to be used and/or shared for marketing purposes. This permission will be held safely by Festival personnel. The Festival will be using a third-party platform: Play and Perform (www.playandperform.co.uk) to ensure the secure delivery of the best virtual event possible. In the event of online classes, the video performance will be distributed only to Festival Personnel and the appropriate Adjudicator and deleted once adjudication has taken place. Access to the video will be by protected password.

If recording for online submission, safety is the responsibility of the host of the location at which the recorded performance takes place (i.e. parent/guardian/teacher). Hosts should ensure the space used is appropriate for the performance and is free from Health and safety risks such as slip or trip hazards. It is the responsibility of the teacher/parent to assess the suitability of the location for recording the video and to follow the current Government Guidelines on Covid -19 regarding social distancing, sanitisation, masks, in place in that area at the time of recording. The Festival is not responsible for any injury that may occur because of a video performance being made.

DATA PROTECTION

We only use the data you supply to us for the purposes of running the Worcester Competitive Arts Festival. Information is not shared with any other organisations. The Festival uses a third-party platform Play and Perform [www.playandperform.co.uk] Personal data is used to manage only your Festival involvement with Worcester Competitive Arts Festival Entry Forms will be stored securely in an encrypted form and deleted 18 months after the closing date of entries.

RISK ASSESSMENT

A full Risk Assessment is carried out by the DSL in collaboration with the Host venue prior to the Festival days. This will include Disabled Access and Toilet provision. We will follow Government guidelines on Covid -19 in place at the time of the Festival.

CONCERNS

Any concerns must be documented, dated, signed and sent to the DSL. We will seek to share information about concerns with agencies who need to know and involve parents and children if appropriate.

THE LEGISLATION AND GUIDANCE SUPPORTING THIS POLICY

Working Together to Safeguard Children {HM Government 2015}. The Children Act 1989, 2004; The Protection of Children Act 1999; The Protection of Vulnerable Groups Act 2006; The Rehabilitation of Offenders Act 1974; The Criminal Justice and Court Services Act 2000; The Policy Act 1997; The Data Protection Act 2018, ; The Human Rights Act 1998;Protection of Freedom Act 2012. BIFF Online Safety Policy Guidelines.Child Protection Company 2022 By submitting your entry form, you consent to the Worcester Competitive Arts Festival processing and storing your contact details for specific use by the WCAF Committee (UKGDPR May 2018), The Management of Health and Safety at Work Regulations 1999.

POLICY REVIEW

The Festival Committee will review this Policy annually. Child Protection accreditation will be renewed every two years. In doing so the DSL will look to the British & International Federation of Festivals for support and that body, in turn, will look to other agencies for good practice, most notably the NSPCC and Arts Council of England policy guidelines.

Designated Safeguarding Lead: Jan Venables

07928316080

janrobven71@gmail.com