

Highbridge Festival of The Arts

Affiliated to The British & International Federation of Festivals for Music, Dance and Speech

Registered Charity No 284082

Music Syllabus 2024

11 – 16 March 2024

Closing Date for entries 14 January 2024

Venue: Highbridge Community Hall, Market Street, Highbridge, TA9 3BP

Nearest Car Park: Bank Street at the rear of The Community Hall

Adjudicator: Roy Robinson MA, Dip Perf RCM,ARCM (P),ARCM (T),LRAM (T),LTCL (P)

CONDITIONS OF ENTRY TO THE MUSIC SECTION

General Regulations

1. The closing date for entries is **Sunday 14 January 2024**.
2. Entries should be made using the online form and will only be accepted if you accept these Conditions of Entry and make the required online card payment. If you are unable to access the online entry system, please contact the Music Secretary via our Music Contact Form or phone her on 07512 221153.
3. Entry fees are clearly stated within the Syllabus and on the online entry form and are dependent on either age or class.
4. You will receive an automated email acknowledging receipt of your entry once payment has been made.
5. Entry fees are non-refundable. This applies in all circumstances, including if you withdraw your entry at any time or you have entered a class to which you are not entitled. The Committee reserves the right to refuse any entry without explanation.
6. **Age will be calculated as of 1st September 2023**. It is your responsibility to ensure that you enter the correct class by age. Incorrect age may lead to disqualification, and, in cases of doubt, proof of age may be required.
7. Teachers and other interested parties must have no communication with the Adjudicator at any time.
8. The Adjudicator's decision is final, and no correspondence can be entered into regarding the decision given.

9. The Festival is bound by copyright law and cannot allow the use of any unauthorised photographic equipment or recording equipment of any kind or by any device, all of which are absolutely forbidden during performances and adjudications. Additionally, photographs of performers are not permitted within the auditoria at any time, without the express permission of the Festival organisers. Anyone disregarding this regulation will be asked to leave and may give cause for performances to be stopped and will be required to delete all images before leaving the building. The use of unauthorised recording equipment/cameras/electronic devices may also lead to disqualification of performers.
10. Electronic devices of any kind, e.g. laptops, tablets, iPADs, mobile phones, radios, personal CD players, MP3 players etc, may not be used in the auditoria during performances and adjudications. Anyone disregarding this regulation will be asked to leave and may give cause for performances to be stopped.
11. The Festival does not accept liability for the infringement of copyright, recording or performing rights out of any competitor's accompaniment or performance.
12. All performances using music from shows in current production are subject to copyright law. Songs from shows in current production may be performed as a concert item, i.e. with no costumes or movement, without the need for copyright permission. Where movement or costumes are included in a performance, copyright permission is required, and the Festival accepts these entries on the basis that the appropriate copyright permission has been sought. Performers or teachers with queries on how to obtain copyright permission for performance items, should contact Festivals House on 01625 428297 before submitting entries.
13. The Festival complies with the British and International Federations of Festivals National Standard of Marking System. Our adjudicator will mark to this common standard.
14. Certificates will be awarded to all entries. In addition, we will present medals for 1st, 2nd and 3rd places in the form of GOLD, SILVER and BRONZE.
15. Entrants are advised to take note of time allowances as failure to comply may lead to disqualification.
16. A detailed timetable will be emailed to entrants no later than two weeks prior to the Festival. **Please make sure that you check your SPAM/JUNK folder.**
17. The Festival Committee reserves the right to commence any class up to 15 minutes earlier than the published time.
18. The Festival is for Amateurs. An Amateur is someone who does not derive his/her livelihood from the branch of performance, defined by the class title, in which she/he seeks to enter the Festival. In any ensemble, all members must adhere to that principle.
19. Any complaints should be put in writing to the General Secretary, and will be fully investigated, subject to the payment of a deposit of £10, which will be refunded if the complaint is upheld.

20. Festival personnel are not prepared to accept abusive or threatening behaviour from entrants, their families & teachers or members of the audience, either in person, through our website or by other forms of communication. People behaving in this way will be asked to leave the venue and any entrant associated with them will be disqualified from the current Festival.
21. Entrants must provide a copy of their music for the Adjudicator's use at the Festival. If this is a photocopy it will be destroyed after the performance.
22. Vocal entrants are requested to provide a copy of the vocal score for the Adjudicator's use, not simply the lyrics.
23. An entrant may not perform the same piece more than once during the Festival.
24. Performances are limited to one solo per class, but an entrant may participate with different partners/groups in non-solo classes.
25. If a CD or other form of backing track is used, it must be suitably prepared before the start of the session, as the time allowance must include all aspects of the performance.
26. Please inform the Music Secretary as soon as possible of any cancellation or substitution.

Safeguarding & Equal Opportunities

27. The Festival's Safeguarding Policy and approach to Creating Safer Festivals for Everyone is published later in this Syllabus and in the Timetable and on our website. By submitting an entry all parents/guardians/carers and teachers of entrants under 18 (or vulnerable adults of any age) confirm that they give (or have obtained) the necessary consents for the entrants to take part in the Festival and that they have read the Festival's Safeguarding documents.
28. For the duration of the Festival all teachers/parents/guardians/carers are responsible for the continuous care and supervision of their own child/pupils. If they are unable to attend personally, they must delegate their responsibility to an identified adult and ensure children/pupils are aware of the identity and name of the person responsible for their care. This includes supervision throughout all Festival venues, practice and changing areas that may be provided.
29. Entrants will be required to register on arrival at the venue. All entrants under the age of 18 and vulnerable adults will be required to provide emergency contact details when they sign in (either the name of the responsible person accompanying them or a contact telephone number).
30. Age-appropriate entries. Parents and/or tutors and teachers have the responsibility to ensure that the music/song chosen is appropriate to the child's age and that any costumes are appropriate to the child's age. If the adjudicator feels these are inappropriate, she/he has the right to stop the performance.
31. The Festival assumes that parents/carers have obtained the necessary authorisation from schools for entrants to be absent from school to take part.

32. The Festival aims to ensure that no person attending the Festival is disadvantaged. If you have a disability as defined by the Equalities Act 2010 or have any specific accessibility needs, please contact us before making an entry, or in advance if attending as a member of the audience, so that we can consider & advise what reasonable adjustments can be made.
33. The Festival takes no responsibility for photographs taken by parents/guardians of their own child/children once performances and adjudications have been completed and their subsequent use. The Festival assumes that parents/guardians are aware of the inherent risks of using photographs of children on social media.

Data Protection

34. The information provided on your entry form will be used by Highbridge Festival to facilitate the administration of the Festival, the compilation of the timetable/programme and the production of certificates and adjudicator sheets. Only your name will appear in the programme and on certificates and adjudicator sheets. Names of medal winners will appear in the local press and on our website. We may use your email address to contact you with information about future festivals. Your personal details will not be shared with any other organisation or persons, unless required to do so by law. By submitting your entry, you confirm that you give (or have obtained) the necessary consents for the Festival to hold your personal data and use it as detailed above. A copy of our Privacy Policy is available on this website.

SAFEGUARDING POLICY

The British and International Federation of Festivals for Music, Dance and Speech (BIFF) works for amateur festivals everywhere to help create thousands of educational performance opportunities for children and young people each year.

The Federation and our member Festivals are committed to ensuring safe environments for children and young people and believe that it is always unacceptable for a child or young person to experience abuse of any kind.

We recognise our responsibility to safeguard the welfare of all children and young people, by a commitment to recommend best practice which protects them.

This policy applies to our Board of Trustees, paid staff, Adjudicator members, volunteers, students or anyone working on behalf of the Federation and our member Festivals. It has been drawn up on the basis of relevant law and guidance that seeks to protect children and young people, and its purpose is to set out the overarching principles that guide our approach.

We recognise that:

- the welfare of the child/young person is paramount
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

The purpose of the policy:

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

We will seek to safeguard children and young people by:

- valuing them, listening to and respecting them
- appointing a Federation Head of Safeguarding and, for each festival, at least one Festival Safeguarding Officer
- adopting child protection guidelines through procedures and safe working practice for staff and volunteers
- working within the legislation and guidance that specifically addresses the needs of young performers (specifically, the Children and Young People Acts 1933 and 1963, and the Children (Performance and Activities) (England) Regulations 2014
- adopting a safe and balanced approach to the issue of creating and using photography and images of children and young people at our festivals and in our communications
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and safe working practice with children, parents, staff and volunteers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff and volunteers through supervision, support and training.

CREATING SAFER FESTIVALS FOR EVERYONE

The Federation and its member Festivals use the following policies and procedures to provide safer festivals for everyone:

1. A single, definitive Child Protection Policy adopted by all Federation Festivals.
2. One or more designated Festival Safeguarding Officers (FSO) appointed for each Federation Festival:
Names: Clare Catcheside & Pat Payton Telephone: 01278 793813
3. Best practice advice in the form of Safe Working Practice leaflet, Festival Child Protection leaflet, and any other guidance produced by the Federation. This advice is supported by support and training for all Festival staff and volunteers. Guidance includes clear reporting procedures for anyone with a concern about a child.

4. Appropriate recruitment and induction procedures for all new staff and volunteers responsible for providing safe environments for everyone attending/performing at a Federation Festival.
5. All Festival personnel wear a badge to identify their roles. All teachers/parents/guardians/carers are asked to report all incidents of any nature to anyone wearing a Festival badge. All reported incidents will be handled in accordance with the Safe Working Practice and Festival Child Protection best practice advice. In addition, we will ensure the availability of a quiet area / room where concerns can be expressed in private.
6. For the duration of a Festival all teachers/parents/guardians/carers are responsible for the continuous care and supervision of their own children/pupils. If they are unable to attend personally, they must delegate their responsibilities to an identified adult and ensure that their children/pupils are aware of the identity and name of the person responsible for their care. This includes supervision throughout all Festival venues, practice and changing areas that may be provided. The Festival cannot take any responsibility for property left unattended.
7. We do not permit any unauthorised photography at our Federation Festivals. For further information on what is and is not authorised, please contact the Festival Safeguarding Officer or anyone wearing a festival badge. If any child, young person or parent/carer is concerned about any photography or recording taking place at an event, please contact the Festival Safeguarding Officer, who will be pleased to discuss this matter with you.
8. Some children and adults with support needs may need help in order to take part. If this is the case, we ask the responsible teachers/parents/guardians/carers to contact the Festival Organisers prior to arrival. The Festival aims to meet these needs wherever possible but must know beforehand in order to prepare support – or to advise that help cannot be provided on this occasion.
9. The Festival’s Child Protection Policy and its approach to Creating Safer Festivals for Everyone are published explicitly in our Syllabus, Programme and Website. By completing and signing the entry form all parents / guardians / carers and teachers of entrants under 18 (or adults of any age who may require additional support) confirm that they give (or have obtained) the necessary consents for the entrants to take part in the Festival. Without consent the entry to the Festival cannot be accepted.

GUIDELINES FOR INSTRUMENTAL AND VOCAL ENTRIES

Unless otherwise stated, the following codes will apply:

A = up to 8 years

B = 9 – 11 years

C = 12 - 14 years

D = 15 – 17 years

E = 18+ years

If there is more than one performer, the class of entry will be determined by the oldest in the group. For example, a trio of two ten-year-olds and a 13-year-old will be Class C.

Entries for primary school choirs and ensembles will be grouped:

Year 2 and under

Year 4 and under

Year 6 and under

We welcome larger groups with longer repertoires, performances of own compositions, or any performers or groups with special requirements. Please contact the Music Secretary to arrange your festival appearance.

MUSIC TIME LIMITS & ENTRY FEES

(Please take note of Conditions of Entry 15 about time allowances)

	Age	Time limit	Entry
Any solo :	A/B	2 mins	£5.00
	C/D/E	8 mins	£8.00
Any duet/trio :	A/B	2 mins	£8.00
	C/D/E	5 mins	£12.00
Any group :	A/B	10 mins	£15.00
	C/D/E	15 mins	£25.00

CLASSES FOR 2024

DRT The Dorothy Reaney Award for the Music section is open to both instrumental and vocal entries, and to children of all ages. The theme will change annually.

For 2024 we invite you to choose a title which refers to 'Toys, Games and Pastimes'. This may be an 'own composition' if you wish. Each entry must be performed as a solo. Time limit: maximum 3 minutes, including an optional introduction to set the scene.

VOCAL SOLOS

- V1 Choirboy/Choirgirl. A solo song of worship
- V2 Adult song of worship
- V3 Traditional unaccompanied folk song
- V4 Song from any musical show/film
- V5 Pop song from any decade
- V6 Humorous song
- V7 Song: Baroque/Classical/Romantic
- V8 Self-accompanied song (any instrument)
- V9 Arranged folk song
- V10 Art song, to be sung in original language
- V11 Song from Gilbert & Sullivan or other light opera
- V12 Victorian, Edwardian or Music Hall song
- V13 Adult novice, own choice
- V14 Aria from Grand Opera

- V15 Any song of own choice, excluding pop/film/show music
- V16 Any song of own choice, including pop/film/show music
- V17 Recital: group of 3 songs, excluding pop/film/show music. Please contact the Music Secretary to discuss times for the recital
- V18 Recital: group of 3 songs, including pop/film/show music. Please contact the Music Secretary to discuss times for the recital

VOCAL DUETS to be sung in harmony

- V20 A duet from stage or film
- V21 A duet in Classical/Baroque style
- V22 A comic duet
- V23 Any other duet
- V24 Adult and child, own choice

VOCAL GROUPS

- V25 Piece for TRIO, QUARTET OR QUINTET, one singer to a part
- V26 Piece for vocal group, 6-12 singers
- V27 Arranged pop song, 6-12 singers

CHORAL

- C29 Two contrasting songs of worship
- C30 Two or three short songs with a common theme
- C31 Two contrasting songs to be sung in harmony
- C32 Two unison songs (small sections may be performed by soloists or small groups)
- C33 Programme of 'world music', which may include use of percussion or ethnic instruments
- C34 15-minute (max) show medley

VOCAL AND INSTRUMENTAL

MULTI-DISCIPLINE PERFORMANCE

- G37 A programme to include elements of music, speech/drama and movement/dance, making use of costumes and props. Time limit 15 minutes to include all staging arrangements

X39 'LOOK WHAT I CAN DO'

For entrants who would like to gain experience in public performance. It may be solo, duet, trio, with or without a teacher, and it may be vocal, instrumental or a combination of both. The class will be adjudicated but not marked.

- X88 BEGINNERS' CLASS Any section, including groups, vocal and instrumental. One or two pieces. For entrants who began studying up to 18 months ago.

INSTRUMENTAL ENTRIES

PIANO SOLOS by grade (not age)

Participants are limited to one entry in this section and may not play the same piece in any other section.

One piece of own choice

- P40 Up to Grade 1
- P41 Grade 2-3
- P42 Grade 4-5
- P43 Grade 6-7
- P44 Grade 8 and above

PIANO SOLOS (by age)

The syllabus now returns to the A-E age categories

- P48 One piece of own choice
- P49 A jazz performance, to include elements of improvisation
- P50 One piece, Baroque/Classical/Romantic
- P51 One modern piece

PIANO DUETS

- P52 A duet of own choice
- P53 Pupil and teacher, a duet of own choice

PIANO TRIOS

- P54 Any piano trio

FURTHER INSTRUMENTAL ENTRIES

- X60 RECORDER SOLOS, one or two pieces
- X61 RECORDER DUETS, one or two pieces
- X62 RECORDER GROUPS, one or two pieces

ACCOMPANIED SOLOS, one or two pieces within the time limit

- X63 Strings
- X64 Woodwind
- X65 Brass
- X66 Percussion
- X67 Any other instrument

UNACCOMPANIED SOLOS, one or two pieces within the time limit

- X68 Strings
- X69 Woodwind
- X70 Brass
- X71 Any other instrument

INSTRUMENTAL SOLOS by grade (not age)

Participants are limited to one entry in this section, and may not play the same piece for any other section

- X72 Any instrument up to Grade 1
- X73 Grade 2-3
- X74 Grade 4-5
- X75 Grade 6-7
- X76 Grade 8 and above

INSTRUMENTAL DUETS (same or different instruments)

One or two pieces within the time limit

- X77 Any combination, with or without accompaniment
- X78 Adult and child

RECITAL

- R99 Group of three contrasting pieces, presented as a mini concert. Please contact the Music Secretary to discuss times for the recital

INSTRUMENTAL GROUPS

- G80 Classroom music making. One or two pieces which may involve any combination of tuned or untuned instruments, with or without voices. Up to 9 performers.
- G81 As class G80, 10-35 performers
- G82 Instrumental ensemble. Programme for 3-6 instruments
- G83 Instrumental ensemble. Programme for 7-12 instruments
- G84 Instrumental ensemble. Programme for 13-35 instruments
- G85 Instrumental ensemble. Programme for 35+ instruments (see guidelines)

If you have any questions about the classes or how to enter them, please contact the Music Secretary directly: mu.sec@outlook.com