

BUGLE DANCE FESTIVAL

Registered Charity No. 1045269

Syllabus

Friday 28th April

to

Monday 1st May

**The Keay Theatre
Cornwall College
Tregonissey Road
St. Austell
PL25 4DJ**



Entries will close when the dance time is full. Please get your entry in as soon as possible to avoid disappointment



This Festival is affiliated to the British & International Federation of Festivals for Music, Dance and Speech of Which Her Majesty the Queen is Patron.

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ENTRY FEES

ALL SOLO CLASSES	£5.50
DUETS	£8.00
TRIOS/QUARTETS	£10.00
GROUPS	£14.00

**BUGLE DANCE FESTIVAL IS COMMITTED TO AN
EQUAL OPPORTUNITIES POLICY**

- There are no restrictions, apart from age-linked classes and full time vocational dance students, in the entry to the Festival's competitive classes.
- We welcome participation from any volunteers in the running of the Festival.

GENERAL INFORMATION

**Chairperson & General
Secretary**

Registered Address

Karen Walker
23 Windmill Gardens
Paignton
Devon TQ3 1BL
karen@peninsulatraining.co.uk
07890200960

**Entry and Certificate
Secretary**

Debbie Harding
138 Grasmere Way
Saltash
Cornwall PL12 6YU
bugledancefestival@gmail.com

Trophy Secretary

Tracy Brady
15 Silvanus Jenkin Avenue
Liskeard
Cornwall PL14 3UL
Tracyannb19@gmail.com

Committee Member

Gemma Laity
34 Westabrook
Ashburton
Devon TQ13 7QS
gemmaLaity01@gmail.com

Treasurer

John Brady
15 Silvanus Jenkin Avenue
Liskeard
Cornwall PL14 3UL
johnbrady0463@gmail.com

Committee Member

Nick Laity
34 Westabrook
Ashburton
Devon TQ13 7QS
Nicklaity@hotmail.com

2023 ADJUDICATOR:

Karen Blackburn AIDTA, RAD, RTS.

Karen received her formative training with Phyllis & Hilda Skinns Ballet School (Hull), where she also studied Classical Greek and National Dance. She has been involved in the Festival Competition scene since a child when at the age of twelve held the title of British Junior Ballet Champion and Silver Medalist at the All England Dance Finals (Sunshine Festival). She was also runner up at the IDTA Miss Dance of Great Britain. In her teens, Karen continued her training with Louise Browne (York Scholars) and attended the renowned Yorkshire Ballet Seminars (YBS) for many years before furthering her professional training at the Urdang Academy of Ballet & Performing Arts (Covent Garden). As a classical and contemporary dancer, she performed professionally both in the UK and throughout Europe before branching into choreography. Karen choreographed the first Summer season at Alton Towers and also created commercial pieces for Euro Disney and Adidas. Karen has always enjoyed a passion for teaching and in addition to running her own Theatre Arts School, in Hampshire, is a registered teacher with the Royal Academy of Dance, Rambert Grades, the Imperial Society of Teachers of Dance and an examiner for the Urdang International Theatre and Dance syllabus. Karen is also a certified Progressing Ballet Technique (PBT) teacher and an adjudicator with the British and International Federation of Festivals and All England Dance.

BUGLE DANCE FESTIVAL - CHILD PROTECTION POLICY

The British and International Federation of Festivals for Music, Dance and Speech work 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, adjudicators, volunteers, students or anyone working on behalf of the Federation and our member Festivals.

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
- adopting child protection guidelines through procedures and safe working practice for staff and volunteers
- 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.

The Federation will review this policy each year in November in line with Safe Network guidance or sooner in light of any changes in legislation or guidance. All changes will be communicated to our member Festivals in time for the start of the new Festival year.

CREATING SAFER FESTIVALS FOR EVERYONE

The Federation and its member Festivals use the following policies and procedures to create **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. At Bugle Festival Karen Walker is our Safeguarding Officer – details on Information page.
3. Best practice advice in the form of **Safe Working Practice** and **Festival Child Protection leaflets**, with support and training for all Festival staff and volunteers. Including clear reporting procedures for anyone with a concern about a child.
4. Appropriate recruitment and induction procedures for all new Festival staff and volunteers responsible for providing safe environments for everyone attending / performing at a Federation Festival.
5. All Festival personnel wear an official badge. All teachers, parents, guardians and carers are asked to report all incidents of any nature to anyone wearing a 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 or room where concerns can be expressed in private.
6. For the duration of a festival all teachers, parents, guardians, and 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 responsibility for any property left unattended.
7. No unauthorised photography, audio or video recording of children and young people is allowed at our Festivals. Where parents/guardians/carers do not wish photos to be

taken at all, then the responsible adult attending should ensure that their child is not included in official photos.

8. Some children and vulnerable adults may have specific needs in order to take part. If this is the case we ask the responsible teachers, parents, guardians or carers to contact the Festival Secretary prior to arrival. The Festival actively seeks wherever possible to meet these needs, 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 approach to Creating Safer Festivals for Everyone is published explicitly in our Syllabus and Programme. By completing and signing the entry form 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. **Without this consent entries to the Festival cannot be accepted.**

PRIVACY NOTICE

The Bugle Dance Festival is a performing arts organisation run entirely by volunteers and registered with the Charity Commission (No 1045269). It is a member of the British & International Federation of Festivals.

This privacy notice explains how we use any personal information we collect about you:

What information do we collect about you?

We collect information about you, the person responsible for you, and your teacher (if applicable) when you register to compete in the Festival, or volunteer as a committee member or steward and also if you voluntarily complete surveys or give feedback. We will only ask for such information as is necessary for the efficient administration of the festival. We do not collect 'sensitive personal data' unless there is a legitimate reason for this – for example, where an entrant may need support to participate in a class, or where there is a legal requirement.

How will we use the information about you?

We collect information about you in order to process entry to classes in the Festival and for any other administrative functions of the Festival.

Access to this data will be restricted to those personnel who administer the Festival.

Legal Basis

Personal data will not be collected and processed without your unconditional consent or where there is a legitimate interest.

Access to your data and correction

You have the right to request a copy of the information that we hold about you. This can be obtained, without charge, by application to the Secretary (email:karenwalker33@aol.com). We want to make sure that your personal information is accurate and up to date and all reasonable efforts will be made to ensure this is the case. You may ask us to correct or remove information you think is inaccurate.

Retention of data

Data may be retained according to the Festival's Data Protection Policy which may be found on the Festival website: bugledancefestival.wixsite.com/bugledance or by application to the Secretary (as above)

Do we share this information with anyone else?

The Festival will not pass collected data to any third party unless required to do so by law, such as for the purpose of obtaining a Performance License from the Local Authority to run the festival, but it should be noted that names (only) of competitors will appear in the Festival programme and the names of those placed in each class will be posted to the Festival's Facebook page. If you do not wish your name to appear in the programme or on the Facebook page this should be made clear at the time of entry.

ENTRY COSTS TO AUDITORIUM

We are pleased to be able to keep our costs to watch the same as in 2019.

1 session (morning, afternoon or evening) £4.00

Day ticket (All sessions) £10.00

Entire festival ticket £30.00

ENTRY TO AUDITORIUM

Please note that as last year, we will not allow entry to the auditorium during classes. Once the first dancer in a section is on stage, no further entry will be permitted until the final dancer has danced, apart from a parent/teacher who has been supporting their child to change. Seats will be reserved at the side for this purpose to minimise disruption. Please do not leave the auditorium during sections as this is distracting for the dancer.

DANCE FESTIVAL RULES

1. **STATUS** Entrants must be bona-fide amateurs and not be full time vocational students. For the purpose of this festival an amateur is defined as someone who does not derive his/her livelihood from the branch of performance, defined by the class title, in which he/she seeks to enter the festival. In any ensemble, all members must adhere to that principle. The Entry Secretary reserves the right to decide whether any entrant is qualified to compete under this rule and to accept/refuse any entry.

2. **ENTRIES**
 - Each performer must use a separate official entry form. Forms may be photocopied.

 - Entries, together with the correct fees, should be sent to the Entry Secretary as soon as possible as entries will close when dance minutes are filled. Payment for entry fees can be made by cheque or online bank transfer. (Bank details can be found on the entry form).

 - **Entries will not be accepted without payment - both must be sent/transferred at the same time.**

 - The Festival works on a first come, first served basis and once full capacity is reached entries and fees will be returned

 - The Entry Secretary shall not be held responsible for entries made in the wrong classes. Solo entries are not transferable, and fees will be forfeited when entries definitely registered are cancelled.

 - The committee, at its discretion may combine Sections or Classes where entries are small and divide a class where entries are large

 - No competitor may enter the same class more than once in their own age group, for each solo section and twice in a duet or trio section

 - No competitor may enter a class that is above their own age group unless their duet/trio/quartet partners are entitled to enter that age group

 - Solo dancers may not be substituted but in the unavoidable absence of a partner, one substitute will be allowed in a duet and two in a trio/quartet. The Entry Secretary must be informed a minimum of two hours before a class.

 - A minimum of 5 dancers constitutes a group

- Any competitor withdrawing from the competition should notify the entry secretary before the commencement of their class. No refund for this can be given
 - The festival committee reserves the right to refuse any entry without giving any reason
 - A dancer entering the performance class may not enter any other solo, duet or trio or quartet but may appear in groups
3. A timetable of classes will be published on our website at least 2 weeks prior to the Festival.
 4. **AGE LIMITS** are reckoned as at **1st September 2022**.
 5. **PERFORMANCE ORDER** Competitors should perform in the order given in the programme. Any competitors who are missing at this time are called at the end of the class. Any performer who has insufficient time to change their costume will also be called at the end of the class.
Performers must be ready to dance thirty minutes prior to the advertised time. Any performer not ready (except when due to costume change) may run the risk of disqualification.
 6. **ADJUDICATION REPORTS** Adjudicator's written remarks will be available for all competitors. These sheets will contain the relevant grade and be accompanied by a certificate. All adjudication sheets and certificates may be collected after the end of each class from the certificate desk. Please note that certificates may not be immediately available and whilst we will endeavour to ensure minimal delay, those who are collecting certificates are asked to be respectful and patient as necessary. Any adjudication sheets/certificates not collected on the day may be obtained from the **Certificate Secretary** on receipt of an A4 stamped addressed envelope.
 7. **SAFEGUARDING POLICY** It is necessary for parents, teachers and carers to be aware of the Festival's Child Protection Policy Statement and Safer Festivals Statement which can be found within this syllabus. Signature on the entry form confirms that the policy has been read. When an entry is made by a child under 18 the entry form must be countersigned by a parent/guardian/responsible adult.
 8. **PHOTOGRAPHY** We may have an official photographer taking photographs throughout the festival which will be available to purchase. Photographs may also be taken by a committee member for publicity purposes. A signature in the relevant place on the entry form confirms permission for photographs to be taken. Where an entry is made by a child under 18 the form must be countersigned by a parent/guardian/responsible adult. Where a teacher/parent/guardian does not want a child to be photographed, **it is their responsibility** to ensure it does not happen.

All audience members are strictly prohibited from taking any photographs or video recordings of performers. This includes doing so on mobile phones and tablets as

well as cameras. **Anyone caught doing so will be asked to leave the auditorium and will not be allowed to return. Entrance fees will not be refunded. Performers being filmed will risk disqualification.**

9. RECOGNITION OF PERFORMANCE

- All classes will have recognition for best performance
- Where trophies are awarded, they must be signed for before leaving and should be included in the household insurance policy. Winners are responsible for having their names suitably engraved if they so wish.
- Trophies should be returned, securely packed by **20th March 2023**, to the **Trophy Secretary**, whose details are on page 3. If a dancer does not return a trophy awarded in 2022 by the deadline, the committee reserves the right to not award further trophies to that dancer in 2023. If a trophy is returned to the cup secretary in a damaged state, the committee reserves the right to make a charge of £50.00 per trophy to contribute towards the cost of replacement.

10. ADDITIONAL NEEDS/SAFETY OF PERFORMERS The festival welcomes entries to all classes from performers who have additional needs, but notification of the nature of need must be sent to the **Entry Secretary** when entries are submitted, in order that adequate provision may be made. To be most beneficial to performers, a full explanation of the additional need would be appreciated together with documentary evidence if appropriate. It is necessary for parents and teachers to be aware of their responsibilities in entering any performers with limited physical capabilities or additional needs, bearing in mind the limitations imposed by the stage and surrounding environment. Please ensure that detailed information is given in advance for all dancers entering the Performance Class.

11. COMMUNICATION During the festival, competitors and their representatives may not communicate directly with the Adjudicator. Any necessary communication should be made via the Adjudicator's Scribe or to a Committee Member during an official break.

12. COPYRIGHT The Festival does not accept liability for the infringement of copyright, recording or performing rights. Teachers and choreographers using CDs created from recordings are advised that they are themselves responsible for seeking permission to re-record. Performers or teachers with queries on how to obtain copyright permission for performance items should contact Festivals House on 09063021302 before making their entries.

13. The stage and stage wings are out of bounds to all except authorised personnel and those about to perform. Authorised persons are Bugle Festival personnel and one parent, teacher OR carer if the child is 8 years or under or with additional needs or in the Performance Class.
If a performer has additional needs that require them to be accompanied side stage, the Festival Chair needs to be informed prior to the start of the festival.

14. All props should be hand held and manoeuvrable onto the stage by the dancer. Should help be required, a festival official will provide this.

Parents, Carers & Teachers who refuse to obey the rules about being side stage run the risk of their child/pupil being disqualified.

15. It is the responsibility of the performer or parent/carer/teacher to ensure CDs are clearly marked with the performer's name, class name and number and must be handed in before the section in which the dancer is performing. **ONE TRACK ONLY PER CD, EXCEPT ON THE BACK UP COPY.** The organisers cannot accept responsibility for incorrect playing except when due to equipment malfunction.
16. Unfortunately, in fairness to all we will be unable to take scheduling requests.

CLASSES

Please note that, the 10 and Under Groups will be on Saturday, 14 and Under Groups on Sunday and 21 and Under Groups on Monday.

Class No	Genre	Age	Time limit
1	Ballet (Classical Ballet)	6 years & under	1.5mins
2	Ballet (Classical Ballet)	7 & 8 years	1.5mins
3	Ballet (Classical Ballet)	9 & 10 years	1.5mins
4	Ballet (Classical Ballet)	11 & 12 years	2mins
5	Ballet (Classical Ballet)	13 & 14 years	2mins
6	Ballet (Classical Ballet)	15 years & over	2mins
7	Ballet (Contemporary Ballet)	13 & 14 years	2mins
8	Ballet (Contemporary Ballet)	15 years & over	2mins
9	Tap	6 years & under	1.5mins
10	Tap	7 & 8 years	1.5mins
11	Tap	9 & 10 years	1.5mins
12	Tap	11 & 12 years	2mins
13	Tap	13 & 14 years	2mins
14	Tap	15 years & over	2mins
15	Character	6 years & under	1.5mins
16	Character	7 & 8 years	1.5mins
17	Character	9 & 10 years	1.5mins
18	Character	11 & 12 years	2mins
19	Character	13 & 14 years	2mins
20	Character	15 years & over	2mins
21	Jazz/Modern	6 years & under	1.5mins
22	Jazz/Modern	7 & 8 years	1.5mins
23	Jazz/Modern	9 & 10 years	1.5mins

24	Jazz/Modern	11 & 12 years	2mins
25	Jazz/Modern	13 & 14 years	2mins
26	Jazz/Modern	15 years & over	2mins
27	Lyrical Jazz/Modern	7 & 8 years	1.5mins
28	Lyrical Jazz/Modern	9 & 10 years	1.5mins
29	Lyrical Jazz/Modern	11 & 12 years	2mins
30	Lyrical Jazz/Modern	13 & 14 years	2mins
31	Lyrical Jazz/Modern	15 years & over	2mins
32	Greek	6 years & under	1.5mins
33	Greek	7 & 8 years	1.5mins
34	Greek	9 & 10 years	1.5mins
35	Greek	11 & 12 years	2mins
36	Greek	13 & 14 years	2mins
37	Greek	15 years & over	2mins
38	National	6 years & under	1.5mins
39	National	7 & 8 years	1.5mins
40	National	9 & 10 years	1.5mins
41	National	11 & 12 years	2mins
42	National	13 & 14 years	2mins
43	National	15 years & over	2mins
44	Musical Theatre	6 years & under	2mins
45	Musical Theatre	7 & 8 years	2mins
46	Musical Theatre	9 & 10 years	2mins
47	Musical Theatre	11 & 12 years	2.5mins
48	Musical Theatre	13 & 14 years	2.5mins
49	Musical Theatre	15 years & over	2.5mins
50	Contemporary	11 & 12 years	2mins
51	Contemporary	13 & 14 years	2mins
52	Contemporary	15 years & over	2mins
53	Classical Duet (Ballet, National, Character, Greek)	10 years & under	2.5mins
54	Classical Duet (Ballet, Contemporary Ballet, National, Character, Greek)	14 years & under	2.5mins
55	Classical Duet (Ballet, Contemporary Ballet, National, Character, Greek)	21 years & under	2.5mins
56	Cabaret Duet (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under	2.5mins
57	Cabaret Duet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under	2.5mins
58	Cabaret Duet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under	2.5mins
59	Musical Theatre Duet	10 years & under	3mins
60	Musical Theatre Duet	14 years & under	3mins
61	Musical Theatre Duet	21 years & under	3mins
62	Classical Trio or Quartet (Ballet, National, Character, Greek)	10 years & under	2.5mins

63	Classical Trio or Quartet (Ballet, Contemporary Ballet, National, Character, Greek)	14 years & under	2.5mins
64	Classical Trio or Quartet (Ballet, Contemporary Ballet, National, Character, Greek)	21 years & under	2.5mins
65	Cabaret Trio or Quartet (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under	2.5mins
66	Cabaret Trio or Quartet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under	2.5mins
67	Cabaret Trio or Quartet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under	2.5mins
68	Musical Theatre Trio or Quartet	10 years & under	3mins
69	Musical Theatre Trio or Quartet	14 years & under	3mins
70	Musical Theatre Trio or Quartet	21 years & under	3mins
71	Classical Group (Ballet, National, Character, Greek)	10 years & under *	4mins
72	Classical Group (Ballet, Contemporary Ballet, National, Character, Greek)	14 years & under *	4mins
73	Classical Group (Ballet, Contemporary Ballet, National, Character, Greek)	21 years & under *	4mins
74	Cabaret Group (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under *	4mins
75	Cabaret Group (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under *	4mins
76	Cabaret Group (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under *	4mins
77	Musical Theatre Group	10 years & under *	4.5mins
78	Musical Theatre Group	14 years & under *	4.5mins
79	Musical Theatre Group	21 years & under *	4.5mins
80	Performance Class	All Ages	2 mins

Please note that a dancer entering the performance class may not enter any solo, duet or trio/quartet class but may appear in groups



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