

BUGLE DANCE FESTIVAL

Registered Charity No. 1045269

Syllabus

Friday 3rd May 2024

to

Monday 6th May 2024

**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.
Entries will open on 26th January 2024**



**This Festival is affiliated to the British & International Federation of Festivals for Music, Dance and Speech of Which Her Majesty the Queen is Patron.
2024 is NOT a qualifying year for AED**

CONTENTS

General Information	Page 3
Adjudicator's Details	Page 4
Child Protection Policy Statement	Page 4
Safer Festivals' Statement	Page 5
Privacy Notice	Page 6
Entry to Auditorium	Page 7
Dance Festival Rules	Page 7-10
Classes	Page 11-13

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
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Saltash
Cornwall PL12 6YU
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Trophy Secretary

Tracy Brady
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Committee Member

Gemma Laity
34 Westabrook
Ashburton
Devon TQ13 7QS
gemmalaity01@gmail.com

Treasurer

John Brady
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johnbrady0463@gmail.com

Committee Member

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

2024 ADJUDICATOR:

Anna Morgan



Anna trained at the Deborah Capon College, and was also heavily influenced by her time training and working in America. She was represented by Terpsichore Entertainment in New York and worked within theatre and television. Following this she became the company's UK talent representative, responsible for identifying and guiding talented artists seeking legal employment and representation in the USA.

Anna went on to train as a teacher, running her own school, the Hasland Dance Studios, for 6 years, achieving her Licentiate and Fellowship qualifications with the ISTD, and becoming a mutually recognised teacher with the Royal Academy of Dance. In 2015 she became an Approved Tutor for the ISTD and created Anna Morgan Dance, offering bespoke teacher training for the Diploma in Dance Education qualification.

Anna spent a number of years on the Ballet faculty at Performers College before joining Bird College as a Ballet Tutor in 2016. In 2021 Anna joined the teacher training faculty of the Royal Ballet School to deliver their 'Inspire' teacher training seminars in the UK and internationally. Anna is an adjudicator for the British and International Federation of Festivals, and is on the Advisory Board for the TIRED Movement (Trying to Improve Racial Equality in Dance)

Before the pandemic Anna pursued teaching and choreography throughout the UK and America, including choreographing two original works for Bailar Al Sol in New Jersey. Alongside American Company 'United We Dance' Anna is currently involved in pre-production of an original Contemporary Ballet to be performed at Sadler's Wells in July 2023.

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 lanyard indicating that they are a committee member or volunteer. All teachers, parents, guardians and carers are asked to report all incidents of any nature to anyone wearing a committee/volunteer lanyard. 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:karen@peninsulatraining.co.uk). 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 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 may 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. We are delighted to continue to maintain the 2019 price.

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 in previous years, 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**
 - All entries must be made through the Festival's website Buglefestival.org
 - Payment must be made at the time of entry and is non refundable
 - Music must be uploaded at time of entry and it is suggested that a back up version is held on a phone or USB stick
 - The committee will not be held responsible for entries made in the wrong classes
 - 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 (please ensure you have checked the All England Dance rules on group size if you are seeking qualification in an All England year)
 - 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 2023**.
 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. Completion of the on line entry process confirms that the policy has been read. When an entry is made by a child under 18 the on line entry must be authorised 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. The on line entry process confirms permission for photographs to be taken. Where an entry is made by a child under 18 the entry must be confirmed 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 2024**, to the **Trophy Secretary**, whose details are on page 3. If a dancer does not return a trophy awarded in 2023 by the deadline, the committee reserves the right to not award further trophies to that dancer in 2024. 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. It is necessary for parents/carers 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. The Performance class has been introduced to support dancers who wish to perform but not compete. All entrants will receive a certificate of performance. We will make adaptations to ensure the safety and comfort of performers in this class, for example, parent/carer/teacher in the wings or on stage with the performer, dimmed lights, silent applause etc. Please ensure you let us know as you enter this class what specific adaptations are required.

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 music 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 or those supporting with props. **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 where possible. Please note that we reserve the right to reject the use any oversized prop
- Parents, Carers & Teachers who refuse to follow the rules about being side stage, run the risk of their child/pupil being disqualified.**
15. Unfortunately, in fairness to all we will be unable to take scheduling requests.
16. **Please note that, the Under 10 Groups will be on Saturday, Under 14 Groups on Sunday and Under 21 Groups on Monday.**

CLASSES

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	10 years & under	1.5mins
33	Greek	14 years and under	2mins
34	Greek	15 years and over	2mins
35	National	10 years & under	1.5mins
36	National	14 years & under	2mins
37	National	15 years & over	2mins
38	Musical Theatre	6 years & under	2mins
39	Musical Theatre	7 & 8 years	2mins
40	Musical Theatre	9 & 10 years	2mins
41	Musical Theatre	11 & 12 years	2.5mins
42	Musical Theatre	13 & 14 years	2.5mins
43	Musical Theatre	15 years & over	2.5mins
44	Contemporary	11 & 12 years	2mins
45	Contemporary	13 & 14 years	2mins
46	Contemporary	15 years & over	2mins
47	Classical Duet (Ballet, National, Character, Greek)	10 years & under	2.5mins

48	Classical Duet (Ballet, Ballet Contemporary, National, Character, Greek)	14 years & under	2.5mins
49	Classical Duet (Ballet, Ballet Contemporary, National, Character, Greek)	21 years & under	2.5mins
50	Cabaret Duet (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under	2.5mins
51	Cabaret Duet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under	2.5mins
52	Cabaret Duet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under	2.5mins
53	Musical Theatre Duet	10 years & under	3mins
54	Musical Theatre Duet	14 years & under	3mins
55	Musical Theatre Duet	21 years & under	3mins
56	Classical trio or Quartet (Ballet, National, Character, Greek)	10 years & under	2.5mins
57	Classical trio or Quartet (Ballet, Ballet Contemporary, National, Character, Greek)	14 years & under	2.5mins
58	Classical trio or Quartet (Ballet, Ballet Contemporary, National, Character, Greek)	21 years & under	2.5mins
59	Cabaret Trio or Quartet (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under	2.5mins
60	Cabaret Trio or Quartet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under	2.5mins
61	Cabaret Trio or Quartet (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under	2.5mins
62	Musical Theatre Trio or Quartet	10 years & under	3mins
63	Musical Theatre Trio or Quartet	14 years & under	3mins
64	Musical Theatre Trio or Quartet	21 years & under	3mins
65	Classical Group (Ballet, National, Character, Greek)	10 years & under	4mins
66	Classical Group (Ballet, Ballet Contemporary, National, Character, Greek)	14 years & under	4mins

67	Classical Group (Ballet, Ballet Contemporary, National, Character, Greek)	21 years & under	4mins
68	Cabaret Group (Tap, Jazz/Modern, Lyrical Jazz/Modern)	10 years & under	4mins
69	Cabaret Group (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	14 years & under	4mins
70	Cabaret Group (Tap, Contemporary, Jazz/Modern, Lyrical Jazz/Modern)	21 years & under	4mins
71	Musical Theatre Group	10 years & under	4.5mins
72	Musical Theatre Group	14 years & under	4.5mins
73	Musical Theatre Group	21 years & under	4.5mins
74	Performance Class	All Ages Any Genre, dancing for certificate of performance only	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 and please ensure that all information about the support/adaptations required by the dancer are detailed on the entry.



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