



INFO & ENTRY PACK

9th, 10th, 16th & 17th May 2020

At Queen Katharine Academy,
Mountsteven Avenue,
Peterborough,
PE4 6HX

Closing date for entries: 28th March**

** Please note if we are oversubscribed like last year the closing date will be moved forward when we are full for entries so please ensure entries are in as soon as possible.

Welcome to the Peterborough Stage Dance Competition info & entry pack. This year our competition will be adjudicated by Miss Kelly Chater who is a BTDA Examiner and Adjudicator and has extensive experience adjudicating championships and independent festivals. We are a friendly competition and welcome all entries from big schools to private entries.

In this pack you will find:

entry forms, BOPA forms, competition information and a teacher lanyard pass/ info form.

If you are interested, please return entry & BOPA forms, entry fees & teachers lanyard pass/ info form back to us by email to the below addresses as soon as possible to secure place. Please scan/ photograph BOPA & our rules once completed and email back to us at the email address below.

psdcuk@ebdance.co.uk

To keep up to date you can find us on Facebook.

@peterboroughstagedancecompetitionuk

www.ebdance.co.uk

ADJUDICATOR: Miss Kelly Chater

Competition Information

Peterborough Stage Dance Competition is a new competition for non-professional dancers to compete in. 2019 was our first year with great success. Below is a list of the dance genres, age groups & entry fees.

SOLO SECTIONS

Classical Ballet
Modern Jazz
Tap
Street/ Commercial
Lyrical
Contemporary
Song & Dance
Character
National
Acro
Baby Cabaret
Baby Classical
Improvisation

DUET, TRIO/ QUARTET & TROUPE SECTIONS

CLASSICAL (Classical Ballet, National & Character)
MODERN (Modern Jazz, Lyrical, Street Dance)
CABARET (Tap, Contemporary, Acro, Song & Dance)

Age Categories

| | |
|--------------|---------------|
| Baby | 5 and under |
| Juvenile | 6 - 8 years |
| Junior | 9 - 11 years |
| Intermediate | 12 - 14 years |
| Senior 1 | 15 – 17 years |
| Senior 2 | 18+ years |

Entry Fees (per head)

| | |
|---------------|-------|
| Solo | £5 |
| Duet | £4.50 |
| Trio | £4 |
| Quartet | £4 |
| Troupes | £3 |
| Improvisation | £3 |

Full entry fees must be paid when sending in the entry forms. Places will not be secured unless the full amount has been paid.

Improvisation

Improvisation sections are great fun for everyone. Each competitor listens to the music twice then improvises on stage in a small group. The music will be the adjudicators choice this could be Street Dance, Modern Jazz, Lyrical or Contemporary but the best thing about it, is that it reflects how the dancers feel when listening to the music. There will be no individual mark sheets but each competitor will receive a certificate and medals will be awarded for 1st, 2nd and 3rd places.

Time Limits

| | |
|---------------------|---------------|
| Solo | 2 mins* |
| Duet/ trio/ quartet | 2 mins 30 sec |
| Troupes | 5 mins |

*Please note song and dance solos can be up to 2 min 30 sec.

Entry Fees – Payment Methods

Fees can be paid via post (cheque) to Mrs Elizabeth Rose Boardman T/A EB DANCE or via bank transfer (info below) please use school name or competitors name if a private entry, as reference.

Mrs Elizabeth Rose Boardman T/A EB DANCE
Sort code: 40-36-15
Account no: 32745062

PSDCUK
8 RINGWOOD
PE39SH

Please complete our separate entry document carefully. There are separate tabs on the bottom of the Excel document divided into ages. We have chosen to take entries via electronic means to avoid any errors.

MUSIC

Once entries are received along with BOPA and payment has been completed, if you have chosen to send us a USB with all your music on please do so before 4th April. We will contact you if you prefer to send via Dropbox with a link to your folder for your school only. Please download music before 4th April. **Music must be received by us by 4th April.** Tracks MUST have the competitors name and section specified. If it is for a troupe, please make it clear as to what entry it is. We have a time limit to send music in to the theatre which is why we have strict dates. If music is not sent by this date you will have to bring your music on a CD and bring the means to play it which has been PAT tested. Unfortunately, the theatre system will take too long to switch between CD and digital music. Please do bring back up CD's. All music will be deleted after the competition.

Upon arrival you will be greeted by our front desk. Only teachers with the official lanyard pass for the school/ entry can collect mark sheets and certificates. Usually there will be 2 lanyard passes per school and will be available for the teacher to collect on arrival. These passes allow teachers to enter the auditorium free of charge, go backstage if necessary and collect certificates. Our door attendants, front desk & backstage will have strict instruction not to allow anyone without this pass.

Entry to auditorium

There will be entry fees for spectators to watch. Please inform any parents/ guardians, friends etc of this so everyone is aware to avoid embarrassment and problems. Please note our fees are by session not by section and we can only accept cash. This information will be provided closer to the competition date once the timetable is finalised and we know how long each session will be.

Admission will be by wristband which must be worn on the wrist at all times and shown to door staff when entering the auditorium.

Children ages 5 and under – no charge to watch

Non-competing children age 6 and over will need to pay the admission charge.

Under NO circumstances is photography or videography permitted in the auditorium. Anyone infringing this rule will be asked to leave with no return. This is for child safety and is in our rules.

Please note young children are permitted into the auditorium but if they become unsettled please take them out straight away so as not to put off competitors.

Under no circumstances is smoking permitted in the school building or school grounds.

Gala

We hold a Gala on the Sunday after the competition has ended. This is for the presentation of trophies and awards and will also feature selected performances chosen by the adjudicator. Performers will be required to be in full costume for the Gala. You will need to bring your own music with you. Please ensure we can contact you throughout the competition in case you will be needed to attend. Someone can receive your title/award on your behalf if you choose. Auditorium seating will be first come first served. This is free of charge; we hold a raffle in the gala to raise money for our chosen charity of the year. This year it will be Children With Cancer UK.

Bursary

At the gala a bursary of £100 will be awarded to the soloist that the adjudicator feels is most deserving of this. Soloists chosen by the adjudicator will be competing for the bursary at the Gala.

Any trophy and award winners will be notified before the gala by the organisers to enable them to be present. Also any dancers invited to perform at the gala will be notified as soon as possible by the organisers. Please note not all trophy and award winners will be dancing at the Gala.

Rules

Please note we do require a copy of the rules signed by the principal/teacher/adult responsible for entries. This must accompany the entries and **only** when we receive entry forms BOPA forms, payment and signed rules will your place be secure. We reserve the right to refund entry fees and cancel entries if the required forms and music are not provided in the timescale given.

Peterborough Stage Dance Competition

Rules

- Any entries received after the closing date will not be accepted and entry fees must be paid before the closing date with the accompanying paperwork.
- Entry fees cannot be refunded or returned, except in exceptional circumstances and at the organisers' discretion.
- We reserve the right to ask anyone who is disrupting the competition with impolite and unfriendly behaviour to leave and to refuse re-admission.
- This competition is open to amateur performers only. For a definition 'amateur' is defined as, not earning money from teaching or performing their art form. Entries cannot be accepted if a competitor is in Level 4 or above vocational training.
- For entries with two or more competitors please write the oldest performer's date of birth. (The age of a competitor is determined by the age they are on the first day of the competition). Competitors may be asked to provide a birth certificate for proof of age.
- Competitors may only enter once in each solo section. They are permitted to perform more than once in duets, trios, quartets and troupes as long as this is with different partners/ competitors if the same genre or may perform with the same partner if a different genre.
- **Under no circumstances is photography or videography (this includes the use of mobile phones) permitted in the auditorium or near/ in changing facilities throughout the duration of the competition. Please can all teachers ensure your parents are aware of this and you will be called to remove anyone breaking these rules.**
- **Under NO circumstances is photography permitted in any changing area throughout the duration of the competition.**
- **There may be a roaming photographer during the competition for publicity photos for PSDCUK, if any person (including children) do not wish/can not be photographed it is the responsibility of the adult responsible for that child to inform the photographer.**
- It is up to spectators to be ready to enter the auditorium in plenty of time as we do NOT permit entry in the middle of a section. Please can teachers make parents fully aware of this rule and that the competition may run up to 30 mins early so there is no missing of performances and unpleasantness.
- Once a section has started there will be NO entry to the auditorium between dances. This is for time keeping reasons and so as not to distract competitors. There will be door attendants who will open the doors for you – when it is correct to do so.
- **Under no circumstances is smoking permitted in the school building or school grounds.**
- Food and drink is not permitted in the auditorium and only water is permitted in dedicated changing rooms. It is each school's responsibility to ensure the space they have used is clean and tidy as found. If a school's space is found untidy they may not be permitted back next year. Also if any damage is caused on the premises you may incur a charge.
- Teachers are responsible for PPL or PRS licenses and chaperones' licenses.
- The organisers, staff and volunteers cannot be held responsible for any competitors/ children front of house or backstage. It is up to each individual school to provide chaperones and trained first aiders.
- The organisers cannot be held responsible for any loss, damage or injury sustained throughout the duration of the competition.
- The organisers may combine or divide a section when necessary, due to number of entries.

- The organisers reserve the right to restrict or refuse entry and to alter, modify or cancel any arrangement detailed in the programme.
- The competition will be permitted to run up to 30 mins early but will have extra breaks if it runs faster than this so please be ready for your section in plenty of time. If the competition runs late we will do our best to catch up.
- All competitors should be ready in the Green Room 30 mins before their section is due to start. It is up to the competitors/ teachers/ chaperones/ parents to ensure competitors are ready in the Green Room in time. Please inform the front desk immediately if you know about any non-participants.
- Props cannot be stored backstage - they must be removed from the backstage area straight after the finish of the section and only brought backstage at the beginning of their section.
- Vocals or backing vocals are not permitted on music for Song & Dance.
- No recorded tap sounds in any tap section.
- While back stage/ on stage troupe numbers will be checked to make sure the number of competitors corresponds to that on the entry form.
- We advise no pointe work is allowed under the age of 13 but this is down to the teacher's decision.
- The adjudicator's decision is final and under no circumstances will any correspondence or discussion be permitted with the adjudicator apart from through the organisers. No communication is to be made with the adjudicator by competitors/ teachers/ parents or any interested parties at any time.
- Time limits must not be exceeded. Timing starts on the first note or word of music or the first movement of the dancer up to the last movement of the dancer or last note. Competitors exceeding the time limit may, at the adjudicator's discretion, have marks deducted or be stopped and their performance judged to the point they have reached.
- If a competitor should leave the stage of his/ her own accord he/ she is not permitted to return to the stage unless the adjudicator authorises this.
- Cups and trophies must be signed for before leaving and returned before the closing date of the Competition the following year. If we do not receive them by this date you will be invoiced. Cups and trophies remain the property of the Competition.
- The organisers reserve the right to alter and amend the competition rules depending on legislation and change of circumstances.
- No child will be absent from school to take part in a performance given under the Body of Persons Approval, unless by prior agreement with the Local Authority Child Employment Team who will consider the implications of the Education (Pupil Registration) (England) Regulations 2006 Regulation 7.
- Each participating school will ensure that a list of emergency contact details in respect of each child, together with details of any medical issues or additional needs, is available at the place of performance.
- The Organisation agrees to comply with all relevant aspects of the Children (Performances and Activities) (England) Regulations 2014.
- Each participating school will ensure that the appropriate number of local authority registered chaperones are employed to care for the children (see Reg. 15), taking into account the children's ages and gender, ensuring that each child is supervised at all times at each performance and appropriate rehearsals. Parents can only supervise their own child.
- The teacher responsible for each schools entries is responsible for ensuring that all competitors are medically fit to dance.

- Each participating school will ensure all children participating are signed in and out using our signing in and out sheets by the entrance for the duration of the event. This is the responsibility of the teacher/ chaperone/ parent.
- It is the teacher's responsibility to ensure each person from their school is aware of our fire procedure: **Use the closest safest fire exit to evacuate immediately and gather on the front field/ car park which is the fire evacuation point.**
- It is the responsibility of the teacher/ adult responsible for entries to make all persons attending the competition i.e. parents/ guardians, family members and friends etc aware that there is an admission charge to watch the competition. **We can only accept cash payments.**
- Body of Persons Approval (BOPA) – all schools must complete the required information. This is an official requirement set by Peterborough Council. Competitors must always be chaperoned by a licensed chaperone or a parent during the event. No competitor must be left alone.
- Competitors must sign in and out when entering or leaving the venue. This is also an official requirement with our local council to ensure children's safety.
- We reserve the right to refund entry fees and cancel entries if the required forms and music are not provided in the timescale given.
- Please note by entering and attending the competition all participants and attendees agree to the above rules.

LANYARD PASS FOR TEACHERS/ CHAPERONES

PLEASE FILL OUT IN BLOCK CAPITALS

PASS 1

Full Name:

Role:

Contact email:

Contact telephone number:

School/ entry associated with:

PASS 2

Full Name:

Role:

Contact email:

Contact telephone number:

School/ entry associated with:

AWARDS & TROPHIES

Please give the name of the teacher/chaperone/ parent/ guardian for us to contact throughout the weekend in the event of being awarded an award or trophy.

Name:

Contact Number:

Return checklist

I enclose the following:

- Entry forms
- Entry fees
- Signed competition rules
- Lanyard pass form (below)
- BOPA forms (below)

Please tick by which method you would like to send your music:

(all of your school's music must be sent by the same method)

DROPBOX

SENDING US A USB

(please provide your own and this will be given back to you at the competition)

Any notes to organisers:

Peterborough Stage Dance Competition

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- We reserve the right to refund entry fees and cancel entries if the required forms and music are not provided in the timescale given.
- Please note by entering and attending the competition all participants and attendees agree to the above rules.

Name:

Role:

Signature:

Date:

Dance School:

BODY OF PERSONS APPROVAL APPLICATION



BODY OF PERSONS APPROVAL
S.37(3)(b) Children & Young Persons Act 1963

| DETAILS OF PERFORMANCE / EVENT | | | |
|--|---------------------|---|---|
| Name of Performance / Event / Competition etc. | | Peterborough Stage Dance Competition UK | |
| Location | | Queen Katherine Academy, Mountsteven Ave, PE46HX | |
| Date(s) and times | | 9 th & 10 th , 16 th & 17 th May 2020 | |
| DETAILS OF PARTICIPANT GROUP | | | |
| Name of participant group (eg. dance/theatre group) | | | |
| Address of Participant group | | | |
| Name of Lead Person | | | |
| Telephone No(s) | | | |
| Email Address | | | |
| DETAILS OF CHILDREN – insert number of children | | | |
| | Male | Female | No. of Chaperones |
| Age 0 – 4 | | | |
| Age 5 – 8 | | | |
| Age 9 – 16 (and reached compulsory school leaving age) | | | |
| Number of children not living in Peterborough and local authorities in which they reside | | | |
| Local Authority | | | Number of Children |
| | | | |
| | | | |
| | | | |
| | | | |
| DETAILS OF LOCAL AUTHORITY APPROVED CHAPERONES | | | |
| Chaperones must have licences with them on performance days in the event of an inspection by the Local Authority | | | |
| Names of Authorised Chaperones present | Date Present | Expiry date of licence | Name of Authority which approved chaperone |
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DETAILS OF ADDITIONAL SUPERVISING ADULTS if needed please use the reverse side of page.

| Name of Supervising Adult (this can either be the child's own parent or a DBS helper/ Dance teacher. | State whether Dance teacher or parent. |
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- I have obtained, and will have available at the event, a register of the children involved together with a list of emergency contact numbers for each child.
- I have checked chaperone approval licences and will ensure chaperone licences will be available at the event in case of a local authority inspection. I have ensured that chaperones and parents (supervising their own child only) are aware they must supervise their child at all times whilst at the performance venue.
- I have obtained a signed statement of fitness from each child's parent and have informed the responsible organisation of children with any special/medical needs also I am aware of and responsible for all children that have medical problems and I have a trained first aider aware attending the competition at all times.
- I have read and will adhere to the requirements of the safeguarding instructions provided by the responsible organisation. All relevant safeguarding information has been communicated to chaperones / adult helpers.

Signed: _____ Date: _____

Print Name: _____

Position within organisation: _____

Please send completed applications to psdcuk@ebdance.co.uk by 28th March along with entry forms. Peterborough City Council require this document by this date for you to be able to take part in PSDCUK 2020.

Please contact us if you have any questions about this form. We will help in any way we can.