

**Milton Keynes Festival of the Arts  
For Music, Dance and Speech and Drama**



Affiliated to the British & International Federation of Festivals for Music Dance and Speech,  
of which Her Majesty the Queen is Patron  
Registered Charity No 293601

<b>President</b>	<b>Hilary Davan Whetton, MA DMus</b>	
<b>Vice Presidents</b>	<b>Adrian Boynton, Jocelyn Lord</b>	
<b>Festival Officers</b>	<b>Jo Waller, Pat Haig (Joint Chair), Janice Hughes (Hon Secretary), Kris Taylor (Hon Treasurer), Pat Haig (Vice Chair)</b>	
<b>Dance Committee Members</b>	<b>Kris Taylor, Janice Hughes, Fiona Harris, Jo Waller, Adam Lewis, Eloise Ferry, Kerry Bright, Sharon Hart</b>	
<b>Dance section organisers</b>	<b>Kris Taylor 26 Castle Road Lavendon MK46 4JE 078 3525 4078 kris@aandktaylor.co.uk</b>	<b>Janice Hughes 119 Stamford Avenue Milton Keynes MK6 3LG 078 7258 9800 janhugs@gmail.com</b>
<b>All entries to</b>	<b>Kris Taylor</b>	
<b>Adjudicator</b>	<b>Deborah Norris MA, BA(Hons), AISTD</b>	

**Closing Date for entries 6<sup>th</sup> December 2021**

**Festival Dates 2022:**

**Saturday 12<sup>th</sup> to Saturday 19<sup>th</sup> February**

**Saturday & Sunday 26<sup>th</sup> & 27<sup>th</sup> February**

**at:**

**The Venue MK  
Walton High, Fyfield Barrow, Walnut Tree, Milton Keynes, MK7 7WH**

**Visit: [www.miltonkeynesfestival.org](http://www.miltonkeynesfestival.org)**

**where you can obtain further copies of this Syllabus and Entry Form  
plus the Syllabus for the Music and Speech & Drama Sections**

**Please note:**

Milton Keynes is a qualifying festival for All England Dance 2022. We offer a number of sections that are not suitable for AED. You are advised to read the AED syllabus and rules carefully on <https://all-england-dance.org.uk/syllabus-2021>, before entering the quarter finals.

**Age groups & timings:** (All ages are taken as at 1<sup>st</sup> September 2021)

**Solos: (£5.50 per competitor)**

Pre-Junior	6 yrs & under	1½ mins	C	11 + 12 yrs	2 mins
A	7 + 8 yrs	1½ mins	D	13 + 14 yrs	2 mins
B	9 + 10 yrs	1½ mins	E	15 – 19 years inclusive	2 mins

**Duets / Trios / Quartets: (£3.50 per competitor)**

**Groups (minimum of 8 and maximum of 24 dancers: £2.00 per competitor (Minimum £16.00 - Maximum £30.00):**

These age groups have been adjusted in line with AED's revised rules for the 2022 All England Competition only <https://all-england-dance.org.uk/syllabus-2021>

		<b>Duets Trios &amp; Quartets</b>	<b>Groups</b>
Junior	11 yrs & under	2½ mins	4 mins
Inter	15 yrs & under	2½ mins	4 mins
Senior	22 yrs & under	2½ mins	4 mins

**Time Limits:** ½ minute may be added for Song & Dance / Musical Theatre entries *only*.

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**Classes**

<b>Sections</b>	<b>Disciplines</b>	
<b>Solo (all age groups including PreJunior)</b>	Ballet	Modern
	National	Lyrical
	Greek	Tap
	Character	Song & Dance / Musical Theatre
<b>Solo (D &amp; E only)</b>	Modern Ballet	Contemporary
	Stylised Ballet	
<b>Duets, Trios, Quartets &amp; Groups (Junior, Inter &amp; Senior)</b>	Classical	Ballet, Character, Modern Ballet, Stylised Ballet, National and Greek
	Cabaret	Contemporary, Modern, Lyrical, Tap, & Song & Dance / Musical Theatre

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- \* **Some, (but not all) schools in Bedfordshire and Buckinghamshire / Northamptonshire will again have different half terms this year, classes will be divided where possible. Please check your child's school dates and ensure the entry form details the appropriate half term.**
- \* **Please state discipline and age of eldest dancer for all duets, trios, quartets and groups on entry form.**
- \* **In National sections please indicate, wherever possible, the country chosen. If an unusual country is chosen it is helpful to have advance warning so that an informed adjudication can be made. Please state discipline and age of eldest dancer for all duets, trios, quartets and groups on entry form.**

## Special sections:

### Choreography Section:

Sections depending on number of entrants, but usually Junior / Intermediate / Senior

Any discipline

***Our theme for this year will be “New beginnings” or “Trapped”.*** A short résumé should be submitted, explaining how the choreography was created. (You may use the template questionnaire attached to entry form.)

Time limit 2 minutes

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### Platform entries:

Sections depending on number of entrants but usually Junior & Senior sections only

Any discipline

The Platform section is primarily aimed at participants who wish to have the benefit of a professional adjudication without the pressure of competition. It will be particularly useful for GCSE and A level dance or musical theatre students, who wish to add the adjudication to their portfolio and to have the opportunity to perform their work before an audience. It is also suitable for any participants who have not entered a festival before.

Time limit as usual section limit

Non – competitive: places will not be awarded, but a professional adjudication will be provided.

Dancers who cannot attend on the programmed time and date may elect to dance, for a professional adjudication, in the Platform section. Please note that no mark will be awarded for this section and it cannot be used to qualify for a place in the All England Regional finals.

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### Gala entries

Any age

All disciplines

Outstanding entries from all solo sections of the festival will be invited to participate in a Gala section to be held on the last Sunday of the Dance Festival.

The dance to be performed must be that nominated by the organisers.

A small monetary prize will be awarded to the winner in each age group.

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Please read the syllabus and entry forms carefully.

Dates of birth and genres must be stated for all dances. Whilst we will make every effort to correct any errors, we cannot take additional entries during the festival, and we cannot guarantee to rectify entrants' errors (Rule 4).

### Dancing out of section:

Dancing out of section will not be allowed (Rule 8).

# Rules of the Festival

## General Rules

1. This competition is for amateurs and students who do not derive the main part of their income from the teaching or performance of dance. This competition is for non-professionals only, under 21 years of age.

A professional is defined as someone whose income is derived from the branch of the profession in which they wish to perform, or who is undertaking a full-time degree or diploma course.

2. Entries should be made on the official forms, with the names and dates of birth of **all** competitors in solo, duet, trio and quartet sections clearly shown. Group entries must include the date of birth of the oldest competitor. Please ensure the summary of entries is completed and returned.

Entries should be sent to the Dance Section Secretary, Kris Taylor, by the closing date of **6<sup>th</sup> December 2021**. Payment may be made direct to the Festival's bank account.

**Please ensure entries are in on time. Late entries will not be accepted as there will be significant issues involved in timetabling the 2022 Festival.**

When payment is made on-line teachers should email the date of the payment and the total amount remitted to the organiser. **Please give the name of the school and the tag "Dance" as reference** (eg for Buckingham School of Performing Arts **BSPA - Dance**) and make the payment to:

**NatWest Bank Sort Code 60 14 55 Account number: 37224638**

3. Priority will be given to local schools (within 20 miles of Milton Keynes) who enter this Festival regularly. Entries from private individuals will be considered once the closing date has been reached.

Entry fees will be refunded where entries are refused. In other cases, entries cannot be returned once accepted.

No late entries can be accepted this year, whatever the circumstances.

4. It is essential you check your entry carefully, particularly regarding "modern" and "lyrical" entries. Whilst we will endeavour to correct any errors which we may have made, we are unable to guarantee to rectify errors not made by us and will not change the timetable, once it has been set, to accommodate errors made by the dancer or the school.
5. Competitors must be within the prescribed age limit on the first day of September in the year before the festival. The completion of an entry form will be treated as a guarantee in this respect. In duet, trio, quartet and group classes, the dance should be entered in the age group appropriate to the oldest competitor.

The Committee reserves the right to request proof of age if necessary.

6. Competitors may not dance more than once in Duet, Trio or Quartet sections. The same people are not allowed to dance together more than once, except in different disciplines where sections have been combined.
7. A draft timetable giving times of classes and number of entrants will be sent to every school as soon as possible. **Please ensure we have an up to date Email address for this.**
8. Dancing out of section is not allowed (except in our Platform section).

## Child protection issues

9. The Festival Committee takes its responsibilities for the welfare and safety of all competitors very seriously. A copy of our child protection policy is annexed to these rules: to indicate that schools have received and accepted these rules, please sign and return the summary sheet. We cannot accept your entry without this form or a declaration from you confirming that this has been done.

Under the terms of our BOPA licence parents and teachers are responsible for supervising the children in their care at all times. Children must not be allowed to leave their parents / teachers or to leave the premises unsupervised.

Please note:

- teachers are responsible for ensuring that all participants and their parents are aware of our rules and Child Protection Policy. Teachers must ensure they have passed on our CPP to parents and need to sign the entry form to confirm this has been done.

## Photography:

- photography, filming, video or tape recording and the use of mobile phones during any performance are strictly prohibited. Anyone found disregarding this rule will be asked to leave the auditorium.
- there will be an official photographer at the event, and teachers should make sure that all parents are aware of this. By entry to this competition competitors and their guardians agree to perform before the cameras of the media or any agent of the competition.

## During the Festival

### 10. Time limits:

Time limits for dances must not be exceeded. Timing starts at the first note or word of the accompaniment or first movement of the dance up to the dancer's last movement at completion of the dance. An extra ½ minute can be added to the times for the song & dance sections only.

Competitors exceeding the time limit may, at the Adjudicator's discretion, have marks deducted or may be stopped and their performance judged to the point they have reached.

11. All competitors should be ready to dance 30 minutes before the time given for their section in the programme. It would help us if teachers who know about non-performers could let the organisers know in advance.
12. The Adjudicator's decision is final and in no circumstances will any subsequent correspondence or discussion be permitted. No communication with Adjudicators concerning any matters relating to the festival is to be made by competitors, teachers or other interested parties at any time.
13. No pointe work is permitted by any competitor under 13 years of age in any solo section.

If a school wishes to provide rosin it may be used in a box, in the backstage area and must be meticulously cleaned away after use. It **must not** be used in other areas of the building.

### Music and titles

14. We are exploring the possibility of providing music by email, to reduce the number of unclaimed CDs at the Festival.

Music must be on a CD and will be played by festival staff on equipment provided by the venue. CDs should contain only the music for the dance to be performed and be labelled with the name of the competitor and the school. CDs should be handed in at the signing-in desk at the back of the auditorium 30 minutes before the section starts. It is highly recommended that dancers have two copies of their CDs.

If an iPod or mobile phone is to be used as a back-up source of music in an emergency then the dancer will be required to supply the appropriate cable to connect this to the amplifier.

Teachers / parents are welcome to supervise the volume at which music is played by sitting with our music player. Please note the festival will not provide a cassette player.

15. For Character, Greek and National sections please give in the title of the piece, the country and if any précis needs to be read out, when handing in the music. Any précis should also be given in legible written form.
16. If pre-recorded music is used in any Song and Dance section it must not include any singing or chanting. Pre-recorded music in the tap section must not include any recorded tap or similar sound effects.

### 17. Use of recorded music at the festival

This festival is affiliated to the British and International Federation of Festivals and will participate in its Group Licence to cover payment of fees for the use of recorded music at its events.

### Songs from the shows vocal & dance entries

All performers using music from shows in current production are subject to copyright law.

Songs from shows in current production may be sung as a concert item, i.e. with no costume or movement, without need for copyright permission.

Where movement or costumes are included in a performance copyright permission is required and the Festival Committee only accepts these entries on the basis that the appropriate copyright permission has been sought. The Competition does not accept liability for the infringement of copyright, recording or performing rights arising out of any competitor's accompaniment, choreography or performance. Our group licence agreement with PRS for Music allows permission for Song and Dance classes to perform excerpts from musical plays provided that:

- The excerpt does not exceed 25 minutes duration;

- It is not a complete act of the musical play
- It does not constitute a potted version of the musical play;
- It is performed without any changes to either music or lyrics and only using the published or authorised musical arrangement AND
- There is no use made of any form of scenery, costume, choreography, staging, character representation or special lighting which gives a visual impression or other portrayal of the writer's original conception of the work from which it is taken.

Any performance that does not fall within the above provisions does not fall within the PRS licence agreement and permission must be sought in advance from the copyright holder.

### **Use of the stage**

18. The stage and stage wings are out of bounds to all except authorised persons and competitors about to perform. The announcer is stage manager and has the final say over any issue arising back stage. Dancers will be asked leave the stage and to sit in the front rows of the auditorium once they have danced.
19. Any prop to be used this year must be capable of being handled by the dancer(s) and must be removed from the stage and wings at the end of the section. No props may be stored backstage.

### **Medals and trophies**

20. All medals, certificates and reports will be available at fixed times in pre-prepared envelopes. They must be collected by the teacher or an authorised person only.
21. Certificates, medals and trophies will be awarded at the adjudicators' discretion. Medals can be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places.
22. Winners of cups and trophies will hold them for one year. They will be personally responsible for their return in good condition to the section organisers **during or before the first week of the festival.**

The adjudicator will announce cup and trophy winners on the last day of the festival.

### **Changing rooms**

23. For 2022 we will allocate changing rooms to schools rather than leaving schools to decide their changing areas. This will not necessarily be the same room for every day since we need to rotate the rooms to allow for cleaning. No costumes / makeup may be left in changing rooms overnight to allow for cleaning and disinfectant.

It would be helpful if dancers could arrive wherever possible in costume and make-up, ready for their first dance.

Performers are expected to be ready 30 minutes before the time they are scheduled to dance and to leave the changing rooms 30 minutes after the section to allow time for disinfectant. Schools and parents are responsible for leaving the premises, especially the changing rooms, clean and tidy at the end of their section.

Any accidents / spillages **MUST** be reported to the organisers to minimise the cost and effort involved in cleaning them up.

**Absolutely no food or drink other than plain water is permitted in the stage and dressing room areas. Parents and competitors ignoring this rule will be asked to leave the Festival.**

# **Milton Keynes Festival of the Arts For Music, Dance and Speech and Drama**

Registered charity number 293601  
Hon Secretary Janice Hughes, 119 Stamford Avenue, Milton Keynes MK6 3LG

## **CHILD PROTECTION POLICY** Implemented from 1<sup>st</sup> September 2015

**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, Adjudicator members, 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 National 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. Our chief FSO is:  
  
Name: **Janice Hughes** Phone: **078 7258 9800**
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 /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 / 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 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, videos or filming to be taken at all, then the responsible adult attending should ensure that their child is not included in official photos, videos or films.
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/carers to contact the Festival Organisers when submitting the entry. 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, Programme and Website. By completing and signing the entry form (or online entry system) 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 consent the entry to the Festival cannot be accepted.