

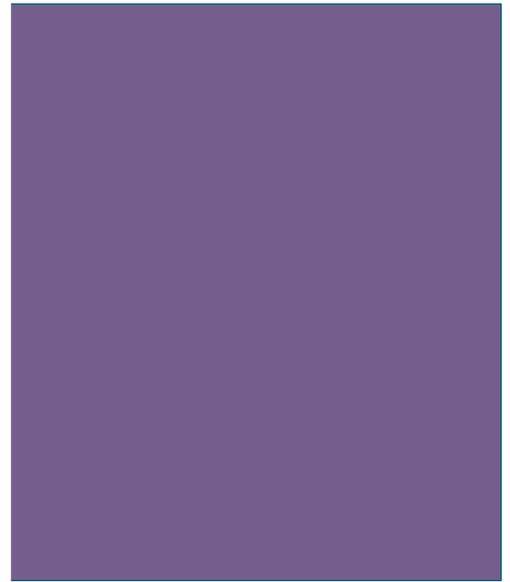


Education  
Public Schools



# Dance Festival Guidelines for Participation

Ultimo Dance Festival 2018



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# Welcome

The Ultimo Dance Festival an event showcasing the talents of students and teachers from across the Ultimo Operational Directorate in dance and choreography.

The aim of the Ultimo Dance Festival is to showcase high quality, well-choreographed items that use the Dance Syllabus as the foundation for creating work with integrity and merit. The focus of the Dance Festival is on producing excellence in Dance and promoting the high calibre of students, teachers, performers and choreographers in the Ultimo Operational Directorate.

The festival dates are:

**Monday 18 June - Friday 29 June 2018 (Week 8/9, Term 2)** Seymour Centre, Chippendale.

Participation in the Ultimo Dance Festival is via an audition process. Schools interested in participating in the festival are required to prepare an audition Vimeo link submission of their dance item(s) and complete and return the application forms online via our website.

Detailed information relating to the festival guidelines and criteria for selection are included in this package and online. **Please read these sections carefully.**

## Teachers Meeting

This year we will be holding a General Teachers Meeting at Riverwood Education Office on **Monday 12 February, 2018 from 4:15pm – 5:30pm approx.** We have arranged this teachers meeting to go through the Dance Festival procedures and booklet for this year, give general feedback from last year's festival and the audition panel, along with important information for this year's applications. The meeting will also be a chance to ask any questions you might have and can be answered face to face.

# Festival Guidelines

The Ultimo Dance Festival aims for excellence and integrity. A high standard of performance and choreography which meets the NSW Dance Syllabus outcomes is a requirement for a place in the festival.

**All items must be auditioned and satisfy the selection criteria in order to be a part of the festival.**

All performances should adhere to the following criteria based on the Dance Festival Guidelines:

1. Clear concept/intent or theme.
2. Movement is relevant to the concept/intent.
3. Variation of formations, patterns and spatial design evident.
4. Movement is appropriate to the skill level of the performers.
5. Appropriate use of the performance space, with adherence to safe dance practices.
6. Costume is appropriate.
7. Music choice is appropriate.
8. Item length is appropriate (recommended up to three and a half minutes for primary and up to five minutes for secondary).
9. Number of students is appropriate (minimum of 6 and maximum of 30).
10. Copyright provisions are adhered to i.e. choreography, music and intellectual property.

# Criteria for Selection

## Syllabus Outcomes

Teacher choreography as a role model must reflect an understanding of the basic compositional structures and choreographic processes taught in the curriculum:

- Items should be based on a concept/intent or theme.
- Choreography should use the **Elements of Dance** (space, time, & dynamics) as the basis for generating movement to communicate the concept/intent or theme. Thought should be given to variation of these elements.
- Shapes and movement motifs that reflect the concept/intent or theme should be used to communicate the meaning of the work.
- Choreographers should try to use relevant movement as opposed to known phrases of generic choreography and consider form/structure to reinforce their concept/intent or theme.

## Choreographers

- Items are to be produced by NSW Department of Education teachers and/or students currently enrolled at the school and developed as a part of an ongoing program.
- Choreography must be original work created in accordance with choreography and copyright laws.
- Choreographers who submit multiple items may not have all their items accepted for the festival. These choreographers should rank their nominations in priority order.

## Integrity

The overall choices made by the choreographer should be age appropriate and suitable for the skill level of the dancers. This is essential when selecting the theme/intent, music, costume, lighting, staging and movement choices.

## Content

- Choreography must be devised with the guidelines of the dance festival in mind. Do not assume that items choreographed for other educational or school based events will meet the guidelines of this festival.
- Sensitivity should be displayed in the treatment of themes such as romantic relationships, depression, suicide, racism, sexism, violence, drug and alcohol abuse etc. These themes are not suitable for primary or junior secondary students. If these themes are explored by senior students, they should be treated in an abstract context rather than representational.

## Concept / Intent

When creating your work, it is important to identify the intended concept/intent or theme. Spend time reflecting on *what* (concept/intent or theme) you are trying to communicate to the audience and *how* you are going to communicate it – through movement, music, costuming, props, staging and lighting.

Questions to ask yourself throughout the choreographic process:

- What is the dance about?
- What is the concept/intent, theme or narrative being developed?
- How do you intend to develop your idea?
- Does the movement support the concept/intent, theme or narrative?
- How do you intend to develop the relationship between dancers/characters?
- How will you explore the elements of dance? e.g. shapes, space and formations?
- How will you create variations or dynamic contrasts? e.g. variations in time - frantic rush to a moment of stillness
- Does the movement help to convey the intent of the piece?
- Does music choice and costuming enhance the concept/intent, theme or narrative?
- What atmosphere and 'feeling' do you want to create? and
- Is the concept/intent, theme or narrative clear to the audience from beginning to end?

### **Movement**

- Movement should reflect the concept/intent or theme to communicate the meaning of the work.
- Movement content of the item should be appropriate to the age, skill and level of development of the students.
- Movement should explore the elements of dance using shapes, space, levels, formations and varying the dynamics etc. Large amounts of repetitive movement should be avoided e.g. blocks of unison choreography in lines.
- Movements of a mature and sexual nature such as chest and pelvic thrusts, running hands down the body and straddling chairs will not be accepted.
- Where a student choreographer is involved, the supervising teacher is responsible for checking the appropriateness of the movement content.
- Avoid using 'tricks' that do not have any relevance to the theme or intent of the work.

### **Safe Dance Practice**

The committee endorses safe dance practices. Care should be taken so that potentially harmful activities are excluded. Unsafe dance practices will not be accepted.

Choreographers need to cater for the skill level of their students and be aware of these potential dangerous activities:

- full neck roll;
- splits;
- sustained forward flexion or back arches;
- quick and repetitive plies;
- falling/landing on knees rather than lowering down to the floor;
- unstable or under-rehearsed lifts or weight bearing movements; and heavy/unsafe landing techniques.

# Audition Feedback Form

	<b>Choreography</b>	<b>Strong</b>	<b>Sound</b>	<b>Developing</b>
1.	<b>Technical skills</b> were appropriate to the level of experience of the students.			
2.	A clear <b>concept/intent</b> was conveyed.			
3.	There was evidence of <b>Choreographic structure</b> (group work, partnering, cannon)			
4.	<b>Dynamic variation</b> was apparent.			
5.	The <b>stage space</b> was used effectively			
6.	The choice of <b>music</b> was appropriate for the <b>age of the dancers</b> .			
7.	The choice of <b>music</b> was appropriate for the <b>concept/intent</b> of the work.			
8.	Props and <b>costumes</b> were relevant to the <b>concept/intent</b> .			
9.	The <b>length</b> of the item was appropriate to the level of experience of the students.			
10.	The dance sustained <b>interest</b> throughout.			

## **General Feedback to all schools:**

- The festival promotes Dance Education in primary and secondary schools and items accepted must support Syllabus outcomes and adhere to the criteria stated in the 2018 Dance Festival Application Package.
- The festival committee wishes to encourage all schools to submit works that are based on a clear theme or concept.
- Musical accompaniment should enhance this and be suitable for the performance program.
- You should not solely rely on the music to tell the theme, but create original movement and structure the work in a way that communicates an idea.
- The committee viewed a large number of dances that consisted largely of unison movement that did not relate to a clear concept. We encourage schools to take greater consideration into structuring the work, ie, small groupings, partner work, cannon, pathways, formations, layering, etc.

# Music Guidelines

## Music Suitability

- Music and lyrics help communicate the intent of an item. Your music choice should support the intent/theme of your work.
- Music must be legally purchased on behalf of the school with principal acknowledgment of the purchase.
- Care should be taken to ensure the music and lyrics are appropriate to the concept/intent or theme of the work.
- Music should be selected and screened carefully with the school principal endorsing both song choice and song lyrics. Please attach a copy of song lyrics for each music track used in your item to your application.
- Songs with inappropriate lyrics or intent will not be accepted.
- Avoid using Top 40 hits or current 'popular songs' unless they are relevant to the intent of the item. Keep in mind that it is highly likely another school will use the same music.

## Copyright

The committee adheres to all copyright laws. When a school requires additional copyright permission, copies of permission need to be attached to the application for inclusion. To support the committee, please abide by the following *general* copyright guidelines.

- Schools should choose sound recordings from commercially available CD's or through itunes. Once the sound recording has been purchased, the school is not automatically covered for copyright under the educational copyright agreement. Some sound recordings may fall under the category of 'Grand Right Works' or 'Dramatic Context' and additional licence/s may need to be obtained. To seek advice or clarification, please refer to the APRA AMCOS website <http://www.apra-amcos.com.au>
- Schools wishing to use sound recordings from an unsigned artist (artist who is not with a record label and the music is not available to purchase), YouTube or a composer with an original music piece not commercially available, then permission needs to be sought. Schools are required to directly contact the original composer and gain written permission to use the sound recording.
- Once schools have permission to use the sound recording and purchased additional licences (if required) *the school is still not automatically covered for copyright* under the educational copyright agreement. ***It is what the school does with the original sound recording that may require additional permission and payment.*** These fees are called **Arrangement Fees**.

- If the school changes an original sound recording in any way such as changing lyrics, deleting lyrics, changing the tempo, looping instrumental sections, changing the order of the song or merging multiple sound recordings together so they overlap etc then permission needs to be sort. This includes using programs such as Garage Band or having a professional edit the sound recording.

To seek permission, the school needs to contact the record label directly eg Sony BMG and seek information on the approval process. The school will need to explain the context of how the music will be used, changes the school intends to make, the number of performances the school will use this music for and the number of copies of the music that the school will need to make.

Information about the record label is usually on the CD cover. If the sound recording was purchased from itunes, the information can be found in the album details. If schools are unsure of the record label to contact or the record label contact details, please contact ARIA [www.aria.com.au](http://www.aria.com.au).

Schools will need to seek permission for the arrangement of each sound recording and the school needs to pay the appropriate fees for the arrangement of each song.

- Choreography must be original work created in accordance with choreography and copyright laws.

For detailed copyright information, please visit the following websites:

- Smartcopying – The official guide to Copyright Issues for Australian Schools and TAFE [www.smartcopying.edu.au](http://www.smartcopying.edu.au)
- APRA/AMCO <http://www.apra-amcos.com.au>
- ARIA [www.aria.com.au](http://www.aria.com.au)
- Australian Copyright Council 'Choreography and Copyright' [www.copyright.org.au](http://www.copyright.org.au)

# Staging, Props & Costumes

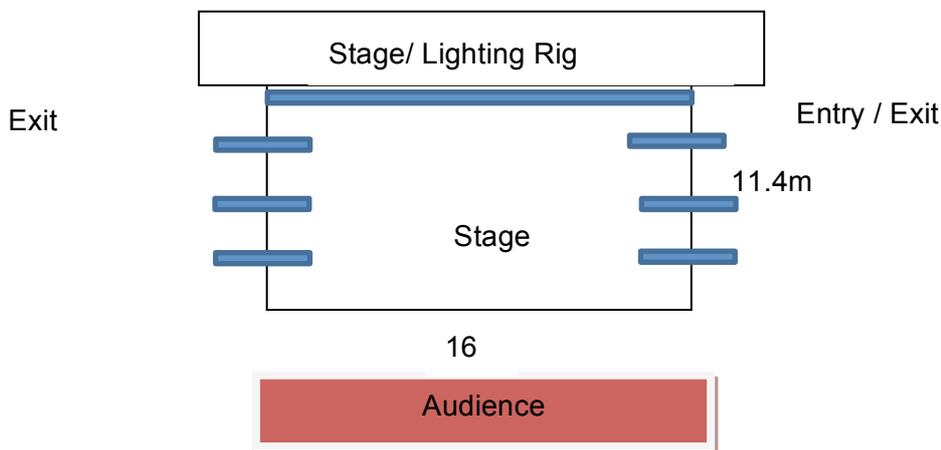
## Staging -Everest Theatre, Seymour Centre

The stage space is approximately 16m x 11.4m and subject to change upon stage and lighting set up. The stage is a traditional proscenium – style set up.

Entrance to the stage is from **Prompt Side only**. Dancers entering from **Opposite prompt** must cross the stage in **Blackout**. **Any crossovers during the performance must be made by moving outside the immediate stage area and along the corridor backstage.** Performers must be given *sufficient time* in the choreography to do this.

**Movement that travels backwards can be potentially dangerous for young and inexperienced dancers.** It is the coordinating teacher and choreographer's responsibility to ensure that dancers are aware of stage dimensions and how to orientate themselves in the space.

**Wings are narrow and are obstructed with lighting trees.** Lights are hot and made of glass and metal. Teachers should choreograph entrances and exits sparingly and/or when in support of the choreography. You should not choreograph entrances and exits with large numbers of dancers in one wing. **There are usually three wings on either side of the stage.**



## Props

- Props should appear as an integral part of the item, complementing, not dominating it or appearing as a gimmick.
- Sets and props must be able to fit through a standard door and be an appropriate weight for 2 students to carry. Free standing props must be secure. Props on wheels must have safety locks.
- All props will need to be set on stage prior to performance and will be visible for the duration of the performance. Please note, the lighting rig design will prohibit the use of backdrops.
- Keep in mind there is limited time to set up props and often limited light.
- Props or weapons that imply violence will not be permitted on stage.

## **Costumes**

- Costumes should support the concept or theme of the work.
- Costumes must be suitable to the age, gender and movement of the dancer.
- Sensitivity should be shown to the body shape of the dancers. Undergarments should not be seen when dancers are performing in costume.
- Midriff, cut-away tops, plunging necklines and high-cut leotards are not acceptable.
- Changing costume on stage is not permitted.
- The committee reserves the right to withdraw any item if costumes are unacceptable.

## **Timing**

- Primary items should not exceed five minutes. The recommended timing is up to three and a half minutes.
- Secondary items should not exceed seven minutes. The recommended timing is up to five minutes.

The item should last as long as it takes to communicate the choreographer's intent. The time limit is not a parameter to be aimed for; choreography and technique must be of high quality to fill this much time. Items that take on a 'mega mix' approach can become laboured and disjointed.

## **Number of Students**

- Items should be a class or ensemble group performance with students currently enrolled at your school.
- The minimum number of students is 6; the maximum number of students is 30.
- Items will not be accepted if they contain:
  - solo or duet work;
  - choreography featuring a 'star' performer supported by the chorus; or
  - extended sequences with less than 6 performers on stage.

## **Number of Items**

Prior to nominating items for the Dance Festival, schools are asked to discuss with staff and their school principal on the item/s that should be nominated. Schools should ensure that they are nominating high quality performance items that meet the dance festival criteria to represent the school at a principal's networks and state level.

- Primary schools are permitted to nominate a maximum of 3 items for audition.
- Secondary schools are permitted to nominate a maximum of 5 items for audition.

Applications must be received by the due date for consideration. Late applications will not be considered. Completing this form does not guarantee inclusion in the festival.

# Participation Cost

## Costs

All successful dance item/s will be required to pay a participation fee of \$150.00 per item. This fee will partially contribute to paying for:

- Venue hire;
- Venue on costs such as venue staff, venue set up, security, first aid officer, fire warden, electricity and cleaning;
- Lighting and audio production elements and audio-lighting engineers for the duration of the festival; and
- Complimentary DVD/URL link. This will include one copy of the schools item/s.

The \$150.00 participation fee will be automatically deducted from school bank accounts upon return of the School Acceptance Fax. Schools are responsible for advising the School Administrative Manager.

The following considerations will become the responsibility of your school:

- Participation fees for multiple items;
- Teacher relief during the week of the festival;
- Travelling expenses;
- Costuming and makeup;
- Supply and transport of props; and
- Fees for additional cleaning/damage to holding rooms and or venue property.

## Audition submission

The committee understands that items will generally not be completed by the application due date. The committee expects to see the potential for high quality. Please polish as much of your item as possible.

- The committee recommends at least:
  - one to one and a half minutes completed for **primary**;
  - one and a half to two minutes completed for **high school**.
- The performance must be a current 2018 dance item.
- Students appearing in the audition submission must be current students enrolled at the school for 2018 who will be performing at the festival in the item.
- Teachers must be able to describe the theme, choreography and costuming details on the application form. Teachers should supply a coloured drawing and or photograph of their costume design if students are not costumed in the audition submission.
- **Schools submitting more than one item for inclusion should note that the committee cannot guarantee that all items will be successful and/or perform on the same day.**

# Audition VIMEO Guidelines

## Audition VIMEO Link

Schools applying to participate in the dance festival must submit their audition via Vimeo link.

The following points should be considered when preparing the audition submission of your item:

- Film the whole group from a fixed camera angle, not individual dancers. Replay your item to ensure that the camera angle is appropriate and all students can be seen;
- It is recommended that schools use a tripod, particularly if panning to ensure a steady image; and
- Allow the music to run to the finish whether or not the choreography is complete so timing can be checked and so the panel gets a 'feel' for how your item will progress.

## Instructions to upload footage to VIMEO

- Go to [www.vimeo.com](http://www.vimeo.com)
- 'Log In', or 'Join' and create an account if you don't already have one:



- Select 'upload'



- Follow the instructions onscreen to upload your video.

Set your privacy settings to '**only people with a password can see this video**' and set the password as:

## UDF18

- Please don't use a different password as we will not be able to view the video.
- When this is finished, you will be given a url for your video. Copy this url into the online Application form.

# Dates & Times

## Technical Rehearsal

Technical rehearsals will take place during the day of your allocated performance.

## Performances

Each school has been allocated a performance time on one or more of the following dates.

Please note that the starting time has changed to **7:00pm**

Day	Event	Time		Venue
Monday 18 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Tuesday 19 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Wednesday 20 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Thursday 21 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Friday 22 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Monday 25 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Tuesday 26 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Wednesday 27 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Thursday 28 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre
Friday 29 June 2018	Performance	Evening	7.00 pm	Everest Theatre, Seymour Centre

# Application Checklist

The online application should take no more than 10 - 15 minutes to complete via the website at [www.ultimodancefestival.com.au](http://www.ultimodancefestival.com.au)

This year, we have combined our multiple forms into one in an effort to minimise paperwork and save time. By completing this application form properly, you are reducing the time spent providing additional information at a later date.

PLEASE NOTE: Once you have started your application, you will not be able to save your progress and exit it. It will not time out, however, if you close the window, it will exit. You will need to be logged into your Google G Suite [@education.nsw.gov.au](mailto:@education.nsw.gov.au) to complete this form.

To ensure you are able to complete your application properly and all in one go, please make sure you have the following information available before completing your application:

- Contact details of coordinating teacher, school, and school principal
- School code (for billing purposes)
- Age range/Gender of students participating
- Item details (name, length, Vimeo link to audition video, brief description of intent (no more than 2 sentences), genre, syllabus links
- Access needs of students (e.g. wheelchair access, vision/hearing support)
- If you're school is submitting multiple applications - Knowledge of any students that are in multiple items, and a list of which items you wish to give preference to. In the interests of equity and diversity, the festival will accept no more than 4 items from one school, unless there are extenuating circumstances
- Your availability during the festival dates (18 - 19 June 2018)
- Music/Accompaniment details (track title, artist, duration, lyrics if applicable)
- Costumes/Props - brief description, a link an image of potential costume and knowledge of whether or not students will require assistance with props
- Lighting - brief description of any specific lighting requests
- State Dance Festival - will you be applying?
- Principal approval

If you have any questions or concerns regarding the information required before commencing, or trouble completing your application form, please contact [ana.welsh2@det.nsw.edu.au](mailto:ana.welsh2@det.nsw.edu.au)

# Important Contacts

To assist schools effectively, please direct your enquiries to the relevant contact person as shown below:

Area of Enquiry	Contact Person	Contact Details
General Enquiries (Any questions concerning the policies and procedures of the Dance Festival and the Dance Festival Committee)	Kirsten Dickason	E: <a href="mailto:Kirsten.dickason1@det.nsw.edu.au">Kirsten.dickason1@det.nsw.edu.au</a> T: 9408 8935
Online application forms	Ana Welsh	E: <a href="mailto:ana.welsh2@det.nsw.edu.au">ana.welsh2@det.nsw.edu.au</a>
Ticketing	Seymour Centre Box Office	<a href="http://www.seymourcentre.com">www.seymourcentre.com</a> T: 9351 7940

## Ultimo Dance Festival Website

[www.ultimodancefestival.com.au](http://www.ultimodancefestival.com.au)

## Performance Venue Address

**Seymour Centre**  
Everest Theatre  
Corner of City Road and Cleveland Street  
CHIPPENDALE NSW 2008





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