



RUISLIP – NORTHWOOD FESTIVAL ASSOCIATION

SIXTY SEVENTH ANNUAL FESTIVAL

SYLLABUS

For

DANCE

2024

TUESDAY 2nd to SUNDAY 7th APRIL 2024

“Competitors are not rivals but comrades pacing one another on the road to perfection....”

Sir Walford Davies

As well as organising the Festival the Ruislip-Northwood Festival Association continues to support the arts locally by its membership of the Hillingdon Arts Association and the performing arts nationally by its membership of the British & International Federation of Festivals for Music, Dance & Speech

Registered Charity 1034353

RUISLIP-NORTHWOOD FESTIVAL
of MUSIC, SPEECH & DRAMA and
DANCE

2024

This Festival is affiliated *to*
THE BRITISH AND INTERNATIONAL
FEDERATION OF FESTIVALS
for
MUSIC, DANCE AND SPEECH

Closing dates for 2024 entries

SPEECH & DRAMA – Will not take place in 2024

DANCE – 8th December 2023 or when full

MUSIC – Will not take place in 2024

HONORARY COMMITTEE MEMBERS

Chairman: Chris Lee

Tel: 01895 631971 E-mail: rnf.chairman@outlook.com

Vice-Chairman: Linda Donnelly

Tel: 01895 622203 E-mail: lindadonnelly7007@gmail.com

General Secretary: Brenda Reed

Tel: 0208 4221145 E-mail: brendcrafter1966@gmail.com
8 Leamington Crescent, Harrow HA2 9HQ

Treasurer: Chris Lee

Tel: 01895 631971 E-mail: rnf.chairman@outlook.com

HONORARY SECTION SECRETARIES

Dance

Kandi Todd E-mail: rndance@yahoo.com

Music

TBC

Speech & Drama

TBC

COMMITTEE MEMBERS

Nadine Bower

Pam Mathew

Mary Hopkins

Copies of the Safeguarding and Equal Opportunities Policies for the Ruislip-Northwood Festival Association, are available on our website and at the admissions desk of each section of the festival.

CONTENTS

HONORARY COMMITTEE MEMBERS	2
HONORARY SECTION SECRETARIES	2
CONTENTS	3
HOW THE RUISLIP-NORTHWOOD FESTIVAL WORKS	4
SAFEGUARDING POLICY.....	5
SAFER FESTIVALS.....	6
FESTIVAL RULES AND CONDITIONS	7
DANCE SECTION	10
DANCE SECTION ENTRY SPECIAL NOTES	11
DISCIPLINES AND TIME LIMITS	12
ENTRY FEES	12
POLICIES.....	13

HOW THE RUISLIP-NORTHWOOD FESTIVAL WORKS

Introduction The Ruislip-Northwood Festival, like most of the nearly 300 member Festivals of the British & International Federation of Festivals for Music, Dance & Speech (“BIFF”), was originally set up and continues to be organised by a local group of amateur enthusiasts interested in promoting opportunities to enjoy and participate in the performing arts. The festival is a registered charity. As with most Festivals we offer a wide variety of classes spanning most ages and abilities. A nationally recognised professional adjudicator is engaged for each section of each year’s festival to provide constructive assessment and encouraging advice to each performer. Performers also receive helpful written reports and certificates of achievement. There are both competitive and non-competitive classes, with medals and trophies to be won. Superb opportunities are provided to perform in public, to build confidence, to give and enjoy excellent performances.

Festival calendar Organisation of a year’s Festival typically starts 12 months in advance, with the engagement of the adjudicators and booking of the venues. Syllabuses listing the classes on offer and information about the festival, including its rules and entry fees, are usually published about 6 months before the festival. Copies are sent to teachers and others likely to submit entries. Based on the entries subsequently received dates & times of classes are decided, bookings of adjudicators & venues finalised, performers notified accordingly and stewards recruited. The programmes are word-processed & sent for printing. A report sheet & certificate are also printed for each performer in each class.

Festival’s support of the arts community Apart from the major enterprise of running the festival we support the arts locally by our continuing membership of the Hillingdon Arts Association and the performing arts nationally by that of the BIFF.

Finance Surprise and disbelief are sometimes expressed that, apart from the adjudicators, nobody receives any payment for their part in running our festival and that neither central nor local government funds it. Our income consists primarily of class entry fees, plus those for admission to performances; other contributions are from sales of programmes and any refreshments, as well as donations in cash or kind from generous individuals & organisations. Our main costs are those of our professional adjudicators and our venues; others are place-medals, printing, postage, BIFF membership & insurance etc and incidentals

Support received We survive financially and flourish artistically thanks to the support we receive from everyone involved - parents, teachers, performers, adjudicators, unpaid helpers, and other generous donors. Supporters include the John Lyon School and the The Rosedale-Hewens Academy Trust who make their respective venues available to us on the most favourable terms they can, as well as other organisations & individuals who make very helpful donations, large & small. We are extremely grateful for all this support, without which the festival could not survive, let alone flourish, and we are anxious to attract more so that we may develop further.

For more information and/or to offer support. If you would like more information about the festival, or would like to help us in any way, please talk to any of our stewards at the festival or contact any of the honorary members of our committee.

We do hope that you enjoy your participation in our festival, and we look forward to your continuing support

SAFEGUARDING 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, 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 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.

Competitors perform at their own risk and Ruislip-Northwood Festival Association will not be held responsible for any mishaps/accidents etc

SAFER FESTIVALS

The Federation and its member Festivals use the following policies and procedures to create a safer festival 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. Name: Ruislip-Northwood Festival Telephone: 020 84221145
3. Best practice advice in the form of **Safe Working Practice** and **Festival Safeguarding 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 Festival identity badge. All teachers/parents/guardians /carers are asked to report all incidents of any nature to anyone wearing a festival badge. All reported incidents will be handled in accordance with the **Safe Working Practice** and **Festival Safeguarding** 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 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/carers to contact the festival organisers 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 Safeguarding Policy and approach to Creating Safer Festivals for Everyone is published explicitly in our Syllabus, Programme and Website. By entering the festival, all parents / guardians / carers and teachers of competitors under 18 (or vulnerable adults of any age) confirm that they give (or have obtained) the necessary consents for the competitors to take part in the festival. Without consent the entry to the festival cannot be accepted.

FESTIVAL RULES AND CONDITIONS

1. AMATEURS

All classes are open to amateurs, but professionals are allowed to take part as conductors and as accompanists, as one of the competitors in the piano duet open class and speech & drama open classes. For this festival, a professional is one whose living depends on the teaching or performance of music, elocution or dancing. Amateurs who receive a small stipend or occasional fee are not debarred from competing. Pupils of an adjudicator may not compete in any class which is judged by that adjudicator.

2. RIGHT OF REFUSAL

The Festival Committee reserve the right to refuse any entry.

3. ENTRY FEES

Payment details will be sent via the system used for that section.. Entry fees are not refundable.

If you receive a communication that our bank details have changed, please telephone the Section Secretary before making any payments.

4. ORDER OF COMPETING AND TIMETABLING

- (a) The order of competing is arranged in a random order by our on-line entry system. The Honorary Section Secretary can change the order to help with the flow of sections
- (b) The Festival Committee will endeavour to avoid difficult times for candidates if a note is included with the entry, but this cannot be guaranteed. Competitors must perform on the allocated date and time as stated in the timetable.
- (c) The festival reserves the right to start a class 30 minutes earlier than the time stated on the programme if circumstances permit. Each performer **MUST** be present at least 30 minutes before the given time on their scheduled class time.
- (d) Competitors are allowed to appoint a substitute after the closing date of entries; however this may not be reflected in any documentation already printed
- (e) The Committee reserves the right to combine classes when entries are small and to divide a class when the entries are large.

5. NOTIFICATION TO COMPETITORS

The timetable will be sent to all that have submitted an entry. The timetable will also be available on our website (www.ruislipnorthwoodfestival.org.uk), and on Facebook ([Ruislip-Northwood Festival](#)). Our Facebook page will hold notifications, particularly emergency ones, so please check before travelling.

6. REPORT SHEETS AND CERTIFICATES

The adjudicator's notes and marks on a performance can be obtained after the section, without charge. We aim to have the report sheets out as soon as possible after the section has completed but cannot guarantee a time-frame.

7. ADJUDICATORS

- (a) The Committee reserves the right to substitute or appoint other adjudicators should any unforeseen contingency arise.
- (b) The adjudicator's decision shall be final and no correspondence can be entered into concerning such decisions.
- (c) Any form of communication by or on behalf of a competitor with an adjudicator may render the competitor liable to disqualification.
- (d) The adjudicator may stop any performance if the allotted time has been exceeded.

8 CERTIFICATES, TROPHIES AND MEDALS

- (a) All competitors will receive a certificate. Apart from non-competitive classes, performances will be graded as follows:

Mark Equivalent	Performance Category	Description of performance
90+	Outstanding	An exceptional performance, both technically and artistically
87-89	Distinction	An excellent performance technically and artistically
84-86	Highly Commended	A convincing performance technically and artistically
81-83	Commended	A capable performance showing some artistic appreciation and/or technical ability
75-80	Merit	A performance showing development of technique and/or communication

- (b) All trophies presented at the festival are and remain the property of the Ruislip-Northwood Festival Association and must be returned on the first day of the following years festival. If not attending the festival, then they must be returned (carriage paid) to the General Secretary to the address shown on page 2.

Holders are responsible for any loss or damage, which should be reported immediately to the Honorary Section Secretary with full particulars. There will be a charge for non-return of trophies which will be charged to the dance school – the charge will be a like for like replacement of the missing trophy. Please note that the cost of engraving must be borne by the recipient, but such engraving is not obligatory.

If the recipient or a representative from the dance school is not at the trophy presentation then the trophy will not be awarded.

9 COMPLAINTS

Any complaint must be made using the festival complaint form (download a copy from our website or obtain a copy from the section secretary) and must reach the chairman within five working days of the incident concerned. Verbal complaints will not be entertained. The decision of the committee in all questions of disputes arising out of these regulations or not provided for by them shall be final. See note 7(b) regarding Adjudicator's decision.

10 ACCEPTANCE OF RULES

Receipt of the completed entry implies acceptance of these Rules. The festival committee reserves the right to legislate for any points arising not provided for in these rules.

11 PHOTOGRAPHY, COPYRIGHT & SAFEGUARDING

- (a) Photography, filming, video or audio recording and the use of mobile phones during any performance is strictly prohibited. However, by entry to the competition, competitors agree to perform before the cameras of the media or agents of the festival. Where parents/guardians/carers do not wish photos to be taken at all then the responsible adult attending should ensure that the child is not included in official photos.
- (b) All performances using music from shows in current production are subject to copyright laws. 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.
- (c) Where movement or costume are included in a performance, copyright permission is required, and the festival committee accepts these entries on the basis that the appropriate copyright permission has been sought.
- (d) Performers or teachers with queries on how to obtain copyright permission for performance items should contact Festivals House on 01625 428297 before making their entries.

12 SAFETY

Parents should be aware that the **ONLY AREAS OF THE VENUE SUPERVISED BY RNFA** personnel are the side of stage and performing areas. In all other areas of the venue (including the dressing rooms, auditorium, toilets, corridors etc) parents and teachers are reminded that the safety and belongings of young people are their responsibility during the festival. The festival accepts no responsibility for the personal effects of entrants or their helpers.

DANCE SECTION

**ADJUDICATOR FOR THE 2024 FESTIVAL:
JULIE MCKENNA **RAD (RTS) AIDTA****



Julie was born in Glasgow, and trained at the prestigious Laine Theatre Arts, in Epsom, Surrey. Julie has several West End and Touring credits including Dinah in Starlight Express (West End and Bochum, Germany), The Stripper in The Graduate with Jerry Hall (West End and UK Tour) Lorraine in Boogie Nights (West End, US and UK tour) Jan in Grease, Urleen in Footloose, (First UK tour) Frenchy in Grease (Dusseldorf and UK Tour) and Happy Days (directed by Henry Winkler "The Fonz"). Julie's film and TV credits include Victoria and Albert (Nellie Clifton) with Dame Diana Rigg and Penelope Wilton, Down To Earth, Blue Peter, The Bill, Casualty, The Brits (Take That Dancer), X Factor, and was also a BGT competitor with 4 Yes's from the Judges! Julie was also signed to Sony Music and Columbia Records in Germany, working with several producers around Europe with a few singles released!

Choreography credits include; 13 The Musical, Joseph, The Wizard of Oz, Sister Act, Thoroughly Modern Millie, Footloose, Annie, Oliver, and Broadway and Beyond. (Regional Theatre) Assistant choreographer Grease (The Curve Leicester) Assistant Choreographer Gypsy (The Mill at Sonning). Pantomimes include Dick Whittington, Cinderella, Beauty and The Beast, Robin Hood and Babes in the Wood and assistant choreographer on The World's Biggest Pantomime Peter Pan at Wembley Arena and the NEC. Julie also has her own Theatre School alongside Children's acting agency McKenna Management, with many successes in West End, TV, and Film. Julie is passionate about sharing her experience and expertise with young talent in a festival setting, providing encouraging and constructive feedback.

FESTIVAL DATES: Tuesday 2nd to Sunday 7th April 2024
VENUE: Hewens College, Hewens Road, Hayes, UB4 8JP
CLOSING DATE: Entries will close on 8th December 2023 or earlier if the festival is deemed to be full
SECTION SECRETARY Mrs Kandi Todd, email: rndance@yahoo.com

**Late entries can be accepted only in exceptional circumstances.
Please note that no additions or alterations can be made after the closing date (apart from substitutions in duets, trios, quartets and groups)**

DANCE SECTION ENTRY SPECIAL NOTES

Please see the All England Dance syllabus for further information. This festival will be following the rules of the AED.

1. Entries will be via the AED Festival Connect on-line entry system only. The link to the system will be posted on our Facebook and webpage. Entries via any other means will not be accepted. Please note that no additions or alterations can be made after the closing date (apart from substitutions in duets, trios, quartets and groups). Payment will be through the system and entries will only be confirmed once payment is received.
2. A competitor may enter only once in any solo, duet, trio or quartet section. A school may not enter more than two groups in any one section. Small groups and Large Groups are different sections so two groups can be entered into each one. Small groups are 5 to 10 performers, large groups are 11 to 30 performers.
3. For the choreography section the name(s) of the Choreographer or Choreographers should be stated on the entry, but not the names of the dancer(s) if different. The competitor is required to choreograph a dance and choose the music. In addition, all competitors must give a **BRIEF WRITTEN DESCRIPTION** of the dance, the costumes, setting and type of lighting they think it requires. This description should be emailed to rndance@yahoo.com before the first day of the festival.
4. Performers must provide their own music. All music must be submitted via the festival Connect portal by **31st January 2024**.
5. Competitors must dance in correct programme order, report to the holding area 30 minutes before they are due to dance and be ready in the wings before their number is announced.
6. The stage and stage wings are out of bounds to all except authorised persons and competitors about to perform. Authorised persons include one assistant from each school who may accompany children under 7 years and older competitors for the sole purpose of wardrobe or props.
7. Ballethoo Challenge Trophy - All winners of Senior Solo Classes with 87 marks and over will be invited to compete for this Trophy. Where a section is split, **the competitor with the highest mark** from the two sections will go forward to the Ballethoo Trophy. Should the number of invited competitors be exceptionally small, the Committee may invite other competitors to dance (choice of dance at Committee's discretion for a balanced programme).
8. In all classes where age limits are specified the date at which the age is taken is 31st August 2023

DISCIPLINES AND TIME LIMITS

	Solos			Duets			Trios / Q'tets			Small Groups / Groups		
	Pre-Junior A B	C	D E	Junior	Inter	Senior	Junior	Inter	Senior	Junior	Inter	Senior
Ballet - Classical ¹	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Ballet - Contemporary ^{1,2}			2		2.5	2.5		2.5	2.5		4	4
Narrative / Character	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Contemporary ^{1,2}			2		2.5	2.5		2.5	2.5		4	4
Global Dance	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Classical Greek	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Musical Theatre	2	2.5	2.5	3	3	3	3	3	3	4.5	4.5	4.5
Tap	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Jazz / Modern	1.5	2	2	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4
Lyrical Jazz / Modern ³		2	2		2.5	2.5		2.5	2.5		4	4
Open ⁴										4	4	4

- Dancers under 13 years may not enter Ballet – Contemporary or Contemporary sections.
- Lyrical Jazz / Modern is open to C, D & E solos, inter & senior duets, trios / quartets and groups.
- Lyrical Jazz / Modern dances for Pre Junior, A, B solos and Junior duets, trios / quartets and groups should be entered into the Jazz / Modern section.
- The Open section is for small or large group dances, which do not fit into the specific categories listed above.

ENTRY FEES

SOLOS £6.50 per entry

DUETS £4.50 per dancer

TRIOS/QUARTETS £4.50 per dancer

GROUPS £3.00 per dancer

POLICIES

Copies of the following policies are available on our web site and will also be available at the admissions desk of each section of the festival:

- R-NFA Constitution
- Data Protection
- Equal Opportunities
- Privacy
- Photography & Video
- Safeguarding
- Child Protection Policy Statement