



# Guidelines for participation

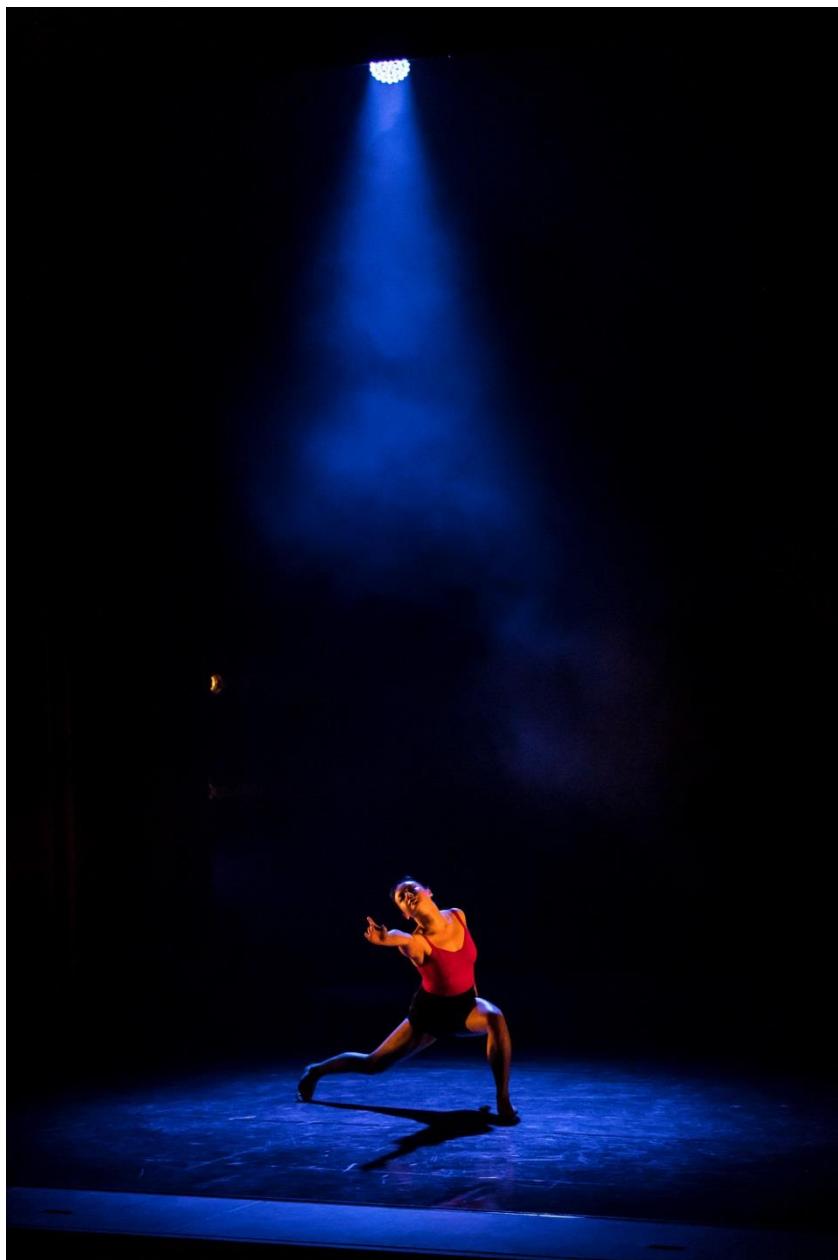
## In the Spotlight Dance Festival 2021



The Gili Dancers

# Contents

|                             |    |
|-----------------------------|----|
| 1. Welcome                  | 3  |
| 2. Dates and times          | 4  |
| 3. Additional opportunities | 5  |
| 4. Criteria for selection   | 6  |
| 5. Music guidelines         | 11 |
| 6. Staging and props        | 13 |
| 7. Participation costs      | 15 |
| 8. Application              | 16 |
| 9. Important contacts       | 18 |



Newtown High School of the Performing Arts

# Welcome

In the Spotlight Dance Festival is an event for schools across the Metropolitan South Directorates and beyond. The festival promotes dance education to engage students in rigorous and comprehensive syllabus based learning in primary and high schools. Showcasing four thousand Kindergarten to Year 12 students, over 200 dance items in 12 programs across 6 evenings. Each performance displays the passion, skills and creativity of students and teachers as they explore the art of dance.

ITSD21 offers support to schools preparing for the festival and incorporates student workshops with dance industry professionals throughout the duration of the production weeks. The festival committee are proud to present the talents of our students and teachers; the dancers and choreographers from our public schools NSW.



Port Hacking High School

# Dates and times

## The festival dates:

Friday 4 June – Friday 11 June 2021 (Term 2 Week 7 and 8)

## ITSDF20 application due date:

Thursday 1 April 2021 (Week 10, Term 1)

4:30pm

[ITSDF Application form](#)

## Performances

Due to constant ticket shortages experienced each year of this production there will now be two separate programs each evening. These will be identified as Performance 1- 12. Your nominated item will only perform in one program.

**Please note that there are two different starting times each evening: 6:15pm & 8:15pm.**

Program 1 - 6:15pm Friday 4 June  
Program 2 - 8:15pm Friday 4 June  
Program 3 - 6:15pm Monday 7 June  
Program 4 - 8:15pm Monday 7 June  
Program 5 - 6:15pm Tuesday 8 June  
Program 6 - 8:15pm Tuesday 8 June  
Program 7 - 6:15pm Wednesday 9 June

Program 8 - 8:15pm Wednesday 9 June  
Program 9 - 6:15pm Thursday 10 June  
Program 10 - 8:15pm Thursday 10 June  
Program 11 - 6:15pm Friday 11 June  
Program 12 - 8:15pm Friday 11 June

## Daily Schedule

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

| Event                 | Time              | Venue                             |
|-----------------------|-------------------|-----------------------------------|
| Technical rehearsal 1 | 9:00am – 10:30am  | Seymour Centre<br>Everest Theatre |
| Technical rehearsal 2 | 10:30am – 12:00pm |                                   |
| Technical rehearsal 3 | 1:00pm – 2:30pm   |                                   |
| Technical rehearsal 4 | 2:30pm – 4:00pm   |                                   |
| Performance           | 6:15pm            |                                   |
| Performance           | 8:15pm            |                                   |

# Additional opportunities

## Teachers meeting

We offer this teachers meeting to go through the online systems and ITSDF21 Guidelines for Participation booklet. We will give general feedback from the ITSDF19 audition panel. The meeting will also be a chance to ask any questions you might have and can be answered face to face.

The date, time and location of this meeting will be confirmed via our website at the end of Term 1, 2021.

### **ITSDF21 Committee:**

Expressions of interest for In the Spotlight Dance Festival Committee will be available for teachers seeking further professional learning in dance. The committee will comprise of both primary and secondary teachers with dance and event experience. The role of the dance committee will be to advise, coordinate and implement ITSDF21 auditions, programming, support to schools and production team. In addition to being a production team member this commitment includes participation in team conference calls during Terms 1 and 2.

Please complete the ITSDF21 Committee Member Application form by Friday 12 March 2021.

### **ITSDF21 Compere:**

Compere nomination forms will be available for highly accomplished, confident and enthusiastic public speaking students from Years 5 to 12 on our website at the end of Term 1. Nominating teachers will also be notified.

### **VET Entertainment Industry Studies students:**

Applications for Vocational Education and Training – Entertainment Industry students wanting to complete a 44 hour work placement as a member of the ITSDF21 production team will be available late Term 1, 2021.

**All of these forms will be accessible via our website:**

**[www.inthespotlightdancefestival.com.au](http://www.inthespotlightdancefestival.com.au)**

# Criteria for selection

ITSD21 presents a high standard of dance performance and choreography which meets the NSW DoE Dance syllabus outcomes; this is a requirement to be accepted into the festival.

**All items must be auditioned and adhere to the following assessment criteria in order to be a part of the festival.**

1. Technical skills
2. Choreographic concept and intent
3. Choreographic structure
4. Choreographic variation
5. Performance quality
6. Stage space
7. Music
8. Costumes
9. Props (if integrated)
10. Length

## Syllabus Outcomes

Choreography 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.

## Concept / Intent

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

This must be appropriate for young audience members to view:

- Audition videos with disturbing or violent content will not be considered for inclusion in the festival.
- Performances that have added disturbing, violent or culturally inappropriate content or costuming and make-up past the audition process may possibly be removed from the festival.

## Choreographers

- Items can be produced by NSW Department of Education teachers, students currently enrolled at the school or non-DoE choreographers. The item must be original work created and developed as a part of an ongoing program within the school.
- It is the responsibility of the coordinating teacher to ensure that non-DoE choreographers integrate the NSW Dance standards into their choreography.
- Choreographers who submit multiple items may not have all their items accepted for the festival. The school must 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, drug and alcohol abuse etc. If these themes are explored by senior students, they should be treated in an abstract context rather than representational. These themes are not suitable for primary or junior secondary students.

Questions to explore 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?
- Is the concept/intent, theme or narrative clear to the audience from beginning to end?

## Length of item

### Primary items:

- Should not exceed four minutes, the recommended timing is up to three and a half minutes.

### Secondary items:

- Should not exceed six 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.

## **Safe Dance Practice**

ITSD21 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
- heavy/unsafe landing techniques

## **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. Large amounts of repetitive movement should be avoided; 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.

## **Costume, hair and make-up**

- Costume, hair and make-up 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, hair and make-up are unacceptable or culturally inappropriate.



## **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 should not contain choreography featuring a 'star' performer.

## **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 and rank these accordingly.
- Schools should ensure that they are nominating high quality performance items that meet the dance festival criteria.
- ITSDF21 aims to program the performances equitably and may need to limit the acceptance of items from each school:

Primary schools may only receive an acceptance offer of 3 items.

Secondary schools may only receive an acceptance offer of 5 items.

- Applications must be received by the due date for consideration. Late applications will not be considered. Completing the ITSDF21 Participation Application form does not guarantee inclusion in the festival.

## **Audition submission**

The committee understand 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:

- Primary: one to one and a half minutes completed.
- Secondary: one and a half to two minutes completed.
- The performance must be a current 2021 dance item. Students appearing in the audition submission must be current students enrolled at the school for 2021 who will be performing at the festival in the item.
- Teachers must be able to describe the intent, inclusion and manipulation of the dance elements, link to the dance syllabus and costuming details on the application form.
- A google doc link will be required with an image of your costume. Due to the programming process changes to costumes will not be permitted.
- It is recommended that you do not purchase costumes before receiving an acceptance notification.
- Schools submitting more than one item for inclusion should note that the committee cannot guarantee that all items will be successful.
- Each school is required to rank their items in preference order.
- Multiple items from the one school will not be scheduled to perform on the same day.

### **General audition panel feedback to all schools:**

- The festival promotes dance education in primary and secondary schools; items must reflect the outcomes of the NSW DoE Dance syllabus relevant for the learning stage of the students.
- The application must adhere to the ITSDF21 Criteria for Selection.
- The festival audition panel expects all schools to submit works that are based on a clear theme or concept.
- Musical accompaniment should enhance the choreographic concept and be suitable for performing in the festival.
- Do 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.
- In 2019 the audition panel viewed 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, small groupings, partner work, cannon, pathways, formations and layering.
- Primary schools are linking the dance syllabus with their choreography and producing items that have a clear intent with relevant music and costuming. The panel is concerned about acrobatic tricks that do not relate to or enhance their intent.
- Secondary schools need to manipulate Space/Time and Dynamics, making more use of playing with the motif to ensure the intent of the work is really clear to an audience.
- Movements of a mature and sexual nature such as chest and pelvic thrusts, running hands down the body and straddling chairs are not acceptable.
- Care should be taken so that potentially harmful movements are excluded. Choreographers need to cater for the skill level of their students and ensure safe dance practice.

### **Support for schools:**

If a school is identified as requiring support the committee will recommend a complimentary professional learning in-service for the school. An In The Spotlight Dance Festival tutor, also a trained DoE dance teacher, will provide a two hour workshop with the coordinating / dance teacher and dance ensemble.

During this rehearsal the audition panel recommendations will be integrated and the tutor will assist in completing the choreography. Further mentoring and professional dialogue will be established and continue towards the performance.

# Music Guidelines

## Music Suitability

- Music and lyrics help communicate the intent of an item, your music choice should be appropriate and support the intent / theme of your work.
- Music must be legally purchased on behalf of the school with your principal's acknowledgment of the purchase.
- Music should be selected and screened carefully with the school principal endorsing both song choice and song lyrics.
- 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

- ITSDF21 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 commercially available sound recordings. 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 clarification, please refer to the APRA AMCOS website <http://apraamcos.com.au/>
- It is important that you also check with AMCOS by emailing [nonretlic@apra.com.au](mailto:nonretlic@apra.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) 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

such as 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.

- 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. 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 [aria.mail@aria.com.au](mailto:aria.mail@aria.com.au)
- 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 <https://www.smartcopying.edu.au/>
- ARIA <http://www.aria.com.au/>
- Australian Copyright Council '[Choreography and Copyright](#)'



Refugee Dance Ensemble

# Staging & props

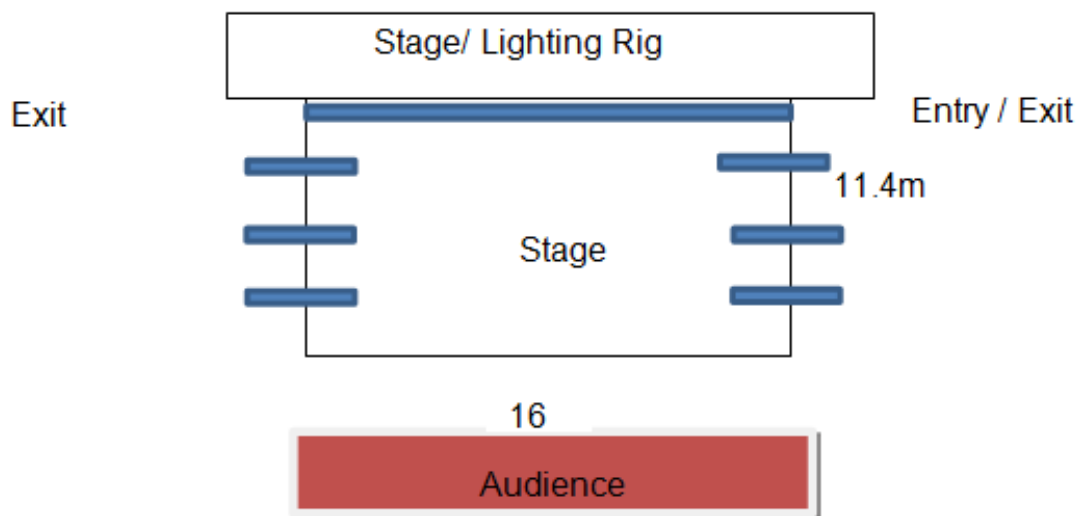
## **Staging -Everest Theatre, Seymour Centre**

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

### PLEASE NOTE:

- Due to venue regulations and access, sets and props must be able to fit through a standard door.
- There is a Work Safe limit of 25kgs on all props; it must be an appropriate weight for 2 students to carry.
- Free standing sets or props must be secure and weighted at the bottom if necessary.
- Props on wheels must have safety locks
- Prop dimensions will be required in the application form.
- Props should appear as an integral part of the item, complementing, not dominating it or appearing as a gimmick.
- Coordinating teachers and choreographers will be directed by the stage management team on the safest most logical way that props are set and removed from the stage.
- Keep in mind there is limited time to set up props and often limited light.
- Please note; the lighting rig design prohibits the use of backdrops.
- Props or weapons that imply violence will not be permitted on stage.



Shining Stars

# Participation cost

## Costs

All successful dance item/s will be required to pay a participation fee of \$270.00 including GST 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
- Videographer and complimentary USB per school that will include one copy of the item/s
- Participation certificates

The \$270.00 will be automatically deducted from the school's bank account upon notification of acceptance. This will be visible on the Sundry Tax Invoice. The dance coordinator is responsible for advising the School Administrative Manager of this procedure.

It is recommended that you divide this cost amongst the participating students of each item;

$\$270 \div 20 \text{ students} = \$13.50 \text{ per student.}$

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
- Costume and make-up
- Supply and transport of props
- Fees for additional cleaning/damage to holding rooms and or venue property

# Application

The online application should take no more than 15-20 minutes to complete via the website at [www.inthespotlightdancefestival.com.au](http://www.inthespotlightdancefestival.com.au)

Please follow the prompts on the website, this is not exclusive to NSW DoE users; meaning a Non-DoE choreographer can complete this form.

The online application combines 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.**

For time efficiency there is a downloadable Application Checklist word document on the perform page in our website. It is recommended that you complete the Application Checklist word document so you can copy and paste into the google 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:



Randwick Public School



# Application checklist

| SECTION                       | INFORMATION REQUIRED   |
|-------------------------------|--|
| Contact details               | Name of school   |
|                               | School code  |
|                               | School category  |
|                               | Combined Ensemble list of schools  |
|                               | Operational Directorate  |
|                               | Principal Network  |
|                               | Principal name and email address   |
|                               | School address and phone number  |
|                               | Coordinating teacher's name, contact phone number and email  |
| Choreographer's details       | Choreographer's name, DoE or non-DoE employee / student  |
| Equity and access information | Stage/s and year group/s of students   |
|                               | Number of boys   |
|                               | Number of girls  |
|                               | Total number of students   |
|                               | Students with disabilities and amount  |
|                               | Students who identify as Aboriginal/Torres Strait Islanders and amount   |
|                               | Students who speak English as an Additional Language or Dialect and amount   |
|                               | Do you require assistance  |
|                               | Indicate additional needs of students  |
| School Availability           | Indicate days your school is available   |
| Technical Rehearsals          | Preference 1-4:<br>9:00am – 10:30am / 10:30am – 12:00pm / 1:00pm – 2:30pm / 2:30pm – 4:00pm  |
| Audience attendance           | For programming purposes, please indicate if majority of parents for students in this item will be attending as audience members.  |
| Item Details                  | Item name  |
|                               | Type of ensemble   |
|                               | Genre  |
|                               | Duration of item   |
|                               | Description of intent: two sentence limit  |
|                               | Elements of Dance apparent or manipulated  |
|                               | Link to NSW DoE Dance syllabus   |
|                               | Multiple application preference rank   |
| Costumes, Props & Lighting    | Costume description  |
|                               | Costume google image link  |
|                               | Sets and props; description and dimensions   |
|                               | Lighting request   |
| Video File                    | To be directly uploaded; no video link required.   |
|                               | Additional information   |
| Musical Accompaniment         | Certification  |
|                               | Track title  |
|                               | Artist   |
|                               | Lyrics google doc link   |
|                               | Additional tracks  |
| Declarations                  | Coordinating teacher / Principal endorsement<br>*authorise the \$270.00 participation fee (per item) to be automatically deducted, payable on acceptance notification.<br>*additional costs at the expense of the school |

# Important contacts

To assist schools effectively, please direct your enquiries to:

| Area of Enquiry   | Contact Person                        | Contact Details   |
|-------------------|---------------------------------------|---|
| General Enquiries | Sarah Banks<br>Emma Bathgate-Petersen | E: <a href="mailto:sarah.banks19@det.nsw.edu.au">sarah.banks19@det.nsw.edu.au</a><br><a href="mailto:emma.bathgatepetersen3@det.nsw.edu.au">emma.bathgatepetersen3@det.nsw.edu.au</a><br>T: 9519 1544 |
| IT Support        | Luke Burcher                          | E: <a href="mailto:luke.burcher2@det.nsw.edu.au">luke.burcher2@det.nsw.edu.au</a>   |

- If you have any questions or concerns regarding the information required before commencing your application please contact the festival producers Sarah Banks or Emma Bathgate-Petersen.
- If you are experiencing difficulties completing your application form or need to edit your response please contact the IT Systems Manger Luke Burcher.

## In the Spotlight Dance Festival website

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

## Performance venue address

Seymour Centre  
Corner of City Road and Cleveland Street  
CHIPPENDALE NSW, 2008