



# PERFORMING ARTS FESTIVAL

## 2024 Performing Arts Festival

### INFORMATION MEMO

#### INSTRUMENTAL ENSEMBLES

Sections F3 (Primary Strings), F4 (Secondary Strings), F11 (Chamber Music)

To: Instrumental Ensembles – Strings & Chamber Music Participants

From: Festival Committee Coordinator

Performance Date: **Wednesday 31 July**

Venue: **Trinity College, Trinity Avenue, East Perth**

---

Please find attached:

- **Performance Timetable & Information Card/s**
- **Venue Location/Parking Information**

#### Organisational Information

##### Bus Parking

Buses must park in Nelson Crescent. Buses must **NOT** enter the College via the causeway entrance as there is no turning space for buses through the main entrance to the College.

- All participants must be at Trinity College, at least 15 minutes prior to their scheduled session time and endeavour to remain until the end of that session. **Please remember to allow for travel time.** Participants will be directed to the warm-up area on arrival.
- A piano and music stands will be available at the venue.  
**NOTE: ALL CELLO AND DOUBLE BASS PLAYERS MUST BRING 'ROCK STOPS'**
- **Note:** Good quality recorded backing allowed for **Primary performances only**. Performers are responsible for providing backing equipment and have music ready to play.
- Check that no food or drink is consumed at the venue, including the warm-up area.
- **Strict adherence must be given to the performance time limit.**
- Participants will announce their name, school and item immediately prior to their performance.
- Written adjudication will be provided. Each ensemble will be presented with a Certificate of Participation. Participants may not speak with the adjudicator.
- All Festival participants are reminded that they are bound by the laws of copyright.
- **If the stage layout plan or music has not been submitted to the Catholic Arts Office by the published due date, or an item name is changed after the closing date of entries, or on the performance date, the performance will not be eligible for an Award.**

The coordinator, following adjudication, will destroy all photocopies if they are not AMCOS copies.

PLEASE SEE OVER PAGE

A copy of the Festival's Etiquette & Duty of Care document is attached. **Note:** It is the responsibility of all schools to have a **First Aid Kit** or adequate provisions at every performance. Each school is responsible for their own students.

## COVID-19

We ask you follow the instructions provided by the Coordinator on the day.

- **Seating:** Due to any seating restrictions which may be in place and for health & safety practices, please wait outside until the session before has completed.
- **Play It Safe:**
  - refrain from shaking hands.
  - use hand sanitiser when entering and leaving the room.
  - use correct respiratory etiquette.
  - Look after yourself and stay home if you are unwell.
- **Ticketing** for this event will be available online via Try Booking on the Spirt of the Arts website: [www.spiritofthearts.com.au](http://www.spiritofthearts.com.au). Seating for performers has been allocated – performers do not need tickets. You will not be permitted into the venue without your scanned barcode.
- **Respect of Venue:** It is important that there are enough teachers travelling with and supervising students. There must be a teacher supervising students in the warm-up rooms (students are not to be left on their own) and students must remember to respect the property and adhere to any staff instructions at venues.
- **Passing On Information:** If you are a PAF Coordinator at your school, it is very important that this information is passed on to teachers, tutors, accompanists concerned. Advertising the Festival in your newsletter is a great way to inform parents, specifically for students who are tutored outside of school. It is important that you have familiarised yourself with the Rules of the Festival for this section.

Thank you for participating in the Performing Arts Festival.

---

For any queries, contact the Catholic Arts Office  
Email [catholicarts@cewa.edu.au](mailto:catholicarts@cewa.edu.au)

Tel 9278 0202