

# Tunbridge Wells Arts Festival

## Syllabus 2022

# Table of Contents

<b>Introduction</b> .....	1
<b>General Rules and Regulations</b> .....	2
<b>SPEECH &amp; DRAMA</b> .....	4
<b>PIANO</b> .....	7
<b>BOWED STRINGS</b> .....	10
<b>WOODWIND &amp; BRASS</b> .....	13
<b>GENERAL INSTRUMENTAL</b> .....	15
<b>VOCAL &amp; CHORAL</b> .....	17
<b>Policies</b> .....	21

# Introduction

Welcome to the 2022 Tunbridge Wells Arts Festival. After an absence of two years we are delighted to be running a live event once again. We pride ourselves on being a friendly and welcoming festival, with the emphasis on enjoyment and learning in a relaxed atmosphere. Whether you are just starting out, or have already reached a high level of competence, you will find classes in which to celebrate your musical, oratorical and dramatic achievements.

## PROVISIONAL TIMETABLE

Speech & Drama Sat 5th & Sun 6th March

Piano Sat 5th & Sun 6th March

Strings Sun 6th March

Woodwind & Brass Sat 5th March

General Instrumental Sat 5th & Sun 6th March

Choral Sat 5th March

Vocal Sat 5th & Sun 6th March

## CLOSING DATE FOR ENTRIES

The closing date for entries is FRIDAY 14TH JANUARY 2022. In recent years, many sections have run at full capacity. To allow sufficient time for adjudication, places are allocated according to entry receipt date, and classes may have to be closed once full.

Please be aware that we limit choir entries to no more than five per class.

## GEMS CONCERT AND PRIZE GIVING

This prestigious and highly enjoyable event will once again take place at Trinity Theatre, Tunbridge Wells, on the afternoon of Sunday 13th March 2022. The concert showcases a varied selection of the Festival's outstanding performances, followed by the presentation of class winners' trophies. Additionally, a number of special awards will be made at the concert to individuals selected by the Committee.

The Townsend Award - awarded by the Mayor

The Alison Macfadyen 70th Anniversary Cup

The Joyce Ashton Memorial Plate & Award of £50 for excellence in Speech & Drama

The Mary Romney Award of £50 for excellence in Music

The Denis Lawrence Rose Bowl & Award of £50 to the most promising musician under 15

The Festival Cup awarded to the most promising young musician under 11

The June and John Hill Trophy awarded to an outstanding singer

The PPP Challenge Cup awarded to an outstanding string player

The PPP Challenge Cup awarded to an outstanding woodwind or brass player

The A.T. Goulden-Robert Stave Cup awarded to an outstanding recorder player

## OFFICIAL ACCOMPANIST

We are very pleased to welcome back Mark Bromley as the Festival's official accompanist. Please contact him at [markbromleymusic.co.uk](http://markbromleymusic.co.uk) to make arrangements.

## ENQUIRIES

Enquiries should be addressed to Celia Barstow, Chairman, at [celia.barstow@btinternet.com](mailto:celia.barstow@btinternet.com).

# General Rules and Regulations

**1 ENTRIES:** All entries must be made by 14th January 2022 via online booking, and require online payment. Entries are accepted at the discretion of the Committee. Entries may close early if numbers have reached the maximum.

Classes may be merged or divided according to the number of entries received.

Entries are accepted on the understanding that all entrants have read and accepted the Regulations and associated policies of the Festival (Child Performance Licensing, Safeguarding, COVID-19 and Data Protection)

**2 REFUNDS:** No refund of fees will be made unless the Committee finds it necessary to alter or cancel any class.

**3 ELIGIBILITY:** Only amateurs may enter competitive classes. Professionals may enter non-competitive classes, and may take part in competitive classes as a conductor, an accompanist or a performer in the Original Composition class (although not as the composer).

No person who is being, or who has been taught by an Adjudicator for any class may compete in that class.

**4 AGE GROUPS:** In age group classes, performers must enter the correct class according to their school year. No performer is allowed to enter a class where there is another class in the same discipline for a younger age group for which they would qualify.

**5 NUMBER OF ENTRIES PER PERFORMER:** Only one entry may be made in each solo class, and the same piece may not be performed in more than one class. A performer may enter more than once in a duet, trio, quartet or ensemble class providing a different part is performed each time with a different partner.

**6 ADJUDICATORS:** The Committee reserves the right to appoint a different Adjudicator if the one announced is unable to attend, or if additional help is needed.

**7 ATTENDANCE:** Performers must report to the Session President in time for the start of their class unless prior notice has been given to the Session President of difficulties relating to other commitments within the Festival. Those absent at the appointed time will be able to compete only at the discretion of the Session President. Entry to or exit from a Performance Room will not be permitted during individual performances or adjudications.

**8 PERFORMANCE:** A copy of the piece to be performed must be provided for the Adjudicator at the time of performance. Copies are destroyed after performance in accordance with copyright legislation. Performers are required to complete their performance within the stated time limit. Overruns are liable to deduction of marks.

Bearing in mind the potential age range of the audience, adult material must not be used. The Session President may, at their discretion, stop any performance which breaches this rule and disqualify the entry.

**9 COMPLAINTS:** In the event of a complaint, please contact the Festival Secretary in writing by the end of the festival weekend. A fee of £20 is payable which will be refunded if the protest is upheld.

**10 RECORDING:** The use of recording equipment of any kind during the course of any class is forbidden, and anyone violating this rule will be asked to leave the class.

An official photographer may be present at the festival. If parents do not wish their children to be photographed, the responsible adult attending with the performer must ensure they are withdrawn.

**11 MARKING & AWARDS:** The following Place awards are made at the adjudicator's discretion.

1st Place - 5 or fewer entries

2nd Place - 6 to 8 entries

3rd Place - 9 or more entries.

The adjudicator's decision in all matters relating to the musical result of a class is final.

A participant must achieve a minimum of 84 marks to be eligible for an award. If a winner is unable to attend the presentation, they may collect their award from a member of the Committee at a mutually convenient time and place. All winners of a trophy must sign a receipt for it, and should ensure that it is returned in the same condition as they received it.

**12 SAFETY & SECURITY:** The accompanying responsible adult must supervise children/pupils whilst on Festival premises. The use of play equipment belonging to Kent College is forbidden. The Committee does not hold itself responsible for any injuries sustained by any participant or member of the public whilst on Festival premises. The Committee will not be held responsible for any loss or damage to participants' belongings at the Festival.

**13 GRADED MUSIC CLASSES:** Performers may enter only one Graded class in each section. They should not have passed the exam for a higher grade by the start of the Festival and must play a piece equal to the grade of the class.

**14 BACKING TRACKS:** Backing tracks are permitted in all Music classes. Performers must supply their own equipment and are responsible for setting it up within the performance time limit allowed.

# SPEECH & DRAMA Syllabus

## Adjudicator

### Mia Ball

Mia Ball has been involved with drama since the age of nine. She studied for her LGSM while reading for an Honours degree in English, and then worked for BBC Radio drama. Having a family encouraged her to go into teaching and she has taught 'A' Level and GCSE Drama, directed plays, and prepared students for grade examinations in several independent schools. She holds the MA in Voice Studies from the Central School and until recently was a LAMDA examiner, running workshops and teachers' courses in the UK and abroad and prepared students for the LAMDA Teachers' Diploma.

Mia has enjoyed being a member of the British Federation, has adjudicated at many festivals in the UK and abroad and has served as a deputy on the Federation's Adjudicators' panel. She is looking forward to returning to the live Tunbridge Wells Festival in 2022 after two years adjudicating online.

# VERSE SPEAKING & PROSE READING

Verse Speaking Own Choice: One poem, to be recited from memory.

Prose Reading Own Choice: A reading of one passage from any work of fiction.

Sight Reading: A short unseen poem or piece of fiction. A few minutes of private preparation are allowed. Entrants may not join the audience until after their performance.

Poetry Composition: One poem, to be recited. A short introduction is encouraged (not included in the time limit). Please forward own composition poems to the Chairman by Saturday 19th February 2022.

Awards: A number of trophies for Verse Speaking and Prose Reading will be awarded throughout the age range

Class	Age	Time	Fee
<b>001 Verse Speaking Year 3-4</b>	Year 3 to Year 4	Up to 2 mins	£6.00
<b>002 Verse Speaking Years 5-6</b>	Year 5 to Year 6	Up to 2 mins	£6.00
<b>003 Verse Speaking Year 7-9</b>	Year 7 to Year 9	Up to 3 mins	£6.00
<b>004 Prose Reading Year 3-4</b>	Year 3 to Year 4	Up to 2 mins	£6.00
<b>005 Prose Reading Year 5-6</b>	Year 5 to Year 6	Up to 2 mins	£6.00
<b>006 Prose Reading Year 7-9</b>	Year 7 to Year 9	Up to 3 mins	£6.00
<b>007 Junior Sight Reading up to Year 6</b> Award: Holton Sight Reading Cup	Year 6 and under		£6.00
<b>008 Poetry Composition</b> Award: Poetry Composition Cup	Year 13 and under	Up to 2 mins	£6.00

# DRAMA

Practice clothes should be worn but not costumes. Hand props may suggest or support the character. A short introduction should be given (not included in the time limit).

Shakespeare Classes: Own choice from any play by Shakespeare.

Dramatic Classes: Own choice from any play excluding Shakespeare.

Class	Age	Time	Fee
<b>009 Junior Dramatic Solo up to Year 6</b> Award: Junior Dramatic Solo Cup	Year 6 and under	Up to 3 mins	£6.00

Class	Age	Time	Fee
<b>010 Dramatic Solo Years 7-8</b> Award: Eligible for the Intermediate Dramatic Solo Cup	Year 7 to Year 8	Up to 3 mins	£6.00
<b>011 Dramatic Solo Years 9-11</b> Award: Eligible for the Intermediate Dramatic Solo Cup	Year 9 to Year 11	Up to 4 mins	£6.50
<b>012 Senior Dramatic Solo Years 12-13</b> Award: Senior Dramatic Solo Cup	Year 12 to Year 13	Up to 5 mins	£7.00
<b>013 Shakespeare Solo Years 7-8</b> Award: Eligible for the Shakespeare Cup	Year 7 to Year 8	Up to 2 mins	£6.00
<b>014 Shakespeare Solo Years 9-11</b> Award: Eligible for the Shakespeare Cup	Year 9 to Year 11	Up to 4 mins	£6.50
<b>015 Senior Shakespeare Solo Years 12-13</b> Award: Eligible for the Shakespeare Cup	Year 12 to Year 13	Up to 5 mins	£7.00
<b>016 Junior Dramatic Duo or Trio</b> Group of 2 to 3 people Award: Eligible for the Dramatic Ensemble Cup	Year 6 and under	Up to 2 mins	£8.00 per group
<b>017 Intermediate Dramatic Duo or Trio</b> Group of 2 to 3 people Award: Eligible for the Dramatic Ensemble Cup	Year 7 to Year 9	Up to 3 mins	£10.00 per group
<b>018 Senior Dramatic Duo or Trio</b> Group of 2 to 3 people Award: Eligible for the Dramatic Ensemble Cup	Year 10 to Year 13	Up to 5 mins	£15.00 per group

## SPEECH & DRAMA VERSATILITY

Own choice of two solo performances, one to be selected from each of the following:

Verse Speaking or Prose Reading

Dramatic Solo (including Shakespeare) or Solo Mime

Please note: these must be new pieces not having been previously performed in another class

Class	Age	Time	Fee
<b>019 Junior Speech &amp; Drama Versatility</b> Award: Junior Speech & Drama Versatility Cup	Year 6 and under	Up to 5 mins	£8.00
<b>020 Senior Speech &amp; Drama Versatility</b> Award: Senior Speech & Drama Versatility Cup	Year 7 to Year 13	Up to 7 mins	£10.00



# PIANO Syllabus

## Adjudicator

### Caroline Tyler

Caroline Tyler's musical career as soloist, accompanist, examiner, teacher and adjudicator has taken her all over the world. She graduated with a first-class honours degree and a Masters degree with Distinction in piano performance, both from the Guildhall School of Music and Drama. As the winner of piano competitions including the Anglo-Czech Trust Competition, the Christopher Duke Piano Recital, the Anthony Lewis Memorial Prize and the Norah Sande Award, Caroline has been invited to give concerts for various music societies. She has also performed at venues including the Barbican Hall in London, Enka Auditorium in Istanbul, and the Martinu Hall and British Embassy in Prague. She is an artist with classical music agency Piha International, and also the Concordia Foundation of London, which has led her to perform various concerts in London, internationally, and for university concert series. After a year teaching at a private music school in Istanbul, she has returned there regularly to give masterclasses. Caroline is also an examiner for ABRSM, and runs performance classes alongside her small private teaching practice.

Caroline very much enjoys using her experience to help others take new steps with their music-making, and is really looking forward to hearing the performers at Tunbridge Wells Arts Festival.

# PIANO SOLOS

**Beginners Classes:** Own choice of one or two solo pieces for performers who have not yet reached Grade 1 standard. Grade 1 examination music should not be performed. Initial Grade music may be performed.

**Graded Classes:** Own choice of one examination piece from a current syllabus. Performers should not have passed a higher grade by the time of the festival.

**Advanced Performance:** Own choice of one work. More than one movement may be performed subject to the time limit. A minimum standard of approximately Grade 8 is expected.

**Own Choice Classes:** Own choice of one piece.

**Awards:** A number of trophies for Own Choice Piano Solo will be awarded throughout the age range.

Class	Age	Time	Fee
<b>040 Beginners</b> Award: Beginners Cup	Year 6 and under	Up to 2 mins	£6.00
<b>041 Grade 1</b> Award: Grade 1 Cup	Year 13 and under	Up to 2 mins	£6.00
<b>042 Grade 2</b> Award: Grade 2 Cup	Year 13 and under	Up to 2 mins	£6.00
<b>043 Grade 3-4</b> Award: Grade 3-4 Cup	Year 13 and under	Up to 3 mins	£6.00
<b>044 Grade 5-6</b> Award: Grade 5-6 Cup	Year 13 and under	Up to 4 mins	£6.50
<b>045 Grade 7-8</b> Award: Grade 7-8 Cup	Year 13 and under	Up to 6 mins	£7.50
<b>046 Advanced Piano Performance</b> Award: Advanced Piano Performance Cup	Year 13 and under	Up to 10 mins	£10.00
<b>047 Mini Musician</b> Award: Eligible for Mini Musician Cup	Year 2 and under	Up to 2 mins	£6.00
<b>048 Own Choice Year 3-4</b>	Year 3 to Year 4	Up to 2 mins	£6.00
<b>049 Own Choice Year 5-6</b>	Year 5 to Year 6	Up to 3 mins	£6.00
<b>050 Own Choice Year 7-9</b>	Year 7 to Year 9	Up to 4 mins	£6.50
<b>051 Own Choice Year 10-11</b>	Year 10 to Year 11	Up to 6 mins	£7.50

# PIANO DUETS & TRIOS

Duet or Trio: one or two pieces for two or three performers seated at one piano.

Duet with Teacher: Performer plays the Primo part and only they are adjudicated. The Novice class is intended for those with limited or no previous experience of festivals who have not yet reached a playing standard of Grade 1.

Class	Age	Time	Fee
<b>052 Duet or Trio</b> Group of 2 to 3 people Award: Piano Duet or Trio Cup	Year 13 and under	Up to 3 mins	£10.00 per group
<b>053 Novice Duet with Teacher: Pre Grade 1</b> Award: Novice Piano Duet with Teacher Cup	Year 6 and under	Up to 1 min	£5.00
<b>054 Duet with Teacher: Grade 1-3</b> Award: Piano Duet with Teacher Grade 1-3 Cup	Year 13 and under	Up to 3 mins	£6.00

# BOWED STRINGS Syllabus

## Adjudicator

### Kay Tucker

Kay Tucker was born in Sheffield, Yorkshire and began studies on the cello at the age of 12, continuing studies at the Guildhall School of Music & Drama. Her portfolio career has combined teaching and adjudicating with performing as a soloist, chamber musician and orchestral player.

Since 1998, Kay has been in popular demand as an Adjudicator throughout the UK, having worked at well over 200 festivals, including the National Festival of Music for Youth. 'Encouragement' is a key word in all aspects of Kay's work and she has great joy in working alongside musicians of all ages, particularly the very young.

Kay's passion for teaching led her to develop an early years strings and general musicianship system known as 'Stringbabies'. Since its inception in 2004, Stringbabies has become well established and accepted as a leading approach in strings teaching (surprisingly to all ages!) and is being delivered throughout the UK and abroad in individual teaching practices, schools and music services.

In 2013 and 2014, Stringbabies was listed for the Inaugural Rhinegold Music Teachers Awards for Excellence in music education. In 2014 Kay was also a finalist in the BBC Community Heroes Awards in Education in respect of her work developing Stringbabies. In 2016 Stringbabies for Recorders was published, being the first adaptation of Stringbabies for a non-stringed instrument. Over 2017, Kay worked in partnership with Victoria College Examinations to develop a bespoke Stringbabies Award for beginner string players, now known as the VCM Stringbabies Award. Over recent years, Kay worked as a consultant to Trinity Guildhall, selecting and co-selecting repertoire for graded exams and diplomas.

Kay has been a Trustee and member of the Executive council of the European String Teachers Association (ESTA), contributing to the development of the ESTA PCCert in String Teaching. In May 2019 she was honoured by ESTA with an award in recognition of services to the European String Teachers Association. Kay became an Adjudicator Member of the British and International Federation of Festivals in 1997 and undertook the Post-graduate Certificate in Adjudication in 1999/2000.

# STRINGS SOLOS

**Beginners Classes:** Own choice of one or two solo pieces for performers who have not yet reached Grade 1 standard. Grade 1 examination music should not be performed. Initial Grade music may be performed.

**Graded Classes:** Own choice of one examination piece from a current syllabus. Performers should not have passed a higher grade by the time of the festival.

**Advanced Performance:** Own choice of one work. More than one movement may be performed subject to the time limit. A minimum standard of approximately Grade 8 is expected.

**Own Choice Classes:** Own choice of one piece.

**Awards:** A number of trophies for Own Choice Strings Solo will be awarded throughout the age range

Class	Age	Time	Fee
<b>060 Beginners</b> Award: Beginners Cup	Year 6 and under	Up to 2 mins	£6.00
<b>061 Grade 1-3</b> Award: Grade 1-3 Cup	Year 13 and under	Up to 2 mins	£6.00
<b>062 Grade 4-5</b> Award: Grade 4-5 Cup	Year 13 and under	Up to 4 mins	£6.50
<b>063 Grade 7-8</b> Award: Grade 7-8 Cup	Year 13 and under	Up to 6 mins	£7.50
<b>064 Advanced Strings Performance</b> Award: Advanced Strings Performance Cup	Year 13 and under	Up to 10 mins	£10.50
<b>065 Mini Musician</b> Award: Eligible for the Mini Musician Cup	Year 2 and under	Up to 2 mins	£6.00
<b>066 Own Choice Year 3-4</b> Award: Strings Solo Year 3-4 Cup	Year 3 to Year 4	Up to 2 mins	£6.00
<b>067 Own Choice Year 5-6</b> Award: Strings Solo Year 5-6 Cup	Year 5 to Year 6	Up to 3 mins	£6.00
<b>068 Own Choice Year 7-9</b> Award: Strings Solo Year 7-9 Cup	Year 7 to Year 9	Up to 4 mins	£6.50
<b>069 Own Choice Year 10-11</b> Award: Strings Solo Year 10-11 Cup	Year 10 to Year 11	Up to 6 mins	£7.50

# STRINGS DUETS

Any combination of strings. Optional piano accompaniment.

Duet with Teacher: only the Performer is adjudicated.

Class	Age	Time	Fee
<b>070 Duet with Teacher Grade 1-3</b> Award: Strings Duet with Teacher Grade 1-3 Cup	Year 13 and under	Up to 3 mins	£6.00

# WOODWIND & BRASS Syllabus

## Adjudicator

### Gill Johnston

Gill Johnston is a graduate of the Guildhall School of Music and Drama. After a period of freelance playing as a bassoonist, Gill turned her attention to teaching. She created Harpenden Musicale, a private music leisure centre for the whole community providing music making for babies right through to enthusiastic members well past retirement age. Musicale also runs holiday music courses, and has a fully stocked music shop, specialising in the education market. Gill co-founded the National Children's Wind and Chamber Orchestras of Great Britain, which produced concerts both at home and abroad, producing a healthy alumni of today's professional musicians. Gill is passionately interested in encouraging children to 'make music' and thoroughly enjoys adjudicating at Festivals both at home and abroad.

Gill has four children, all of whom are professional musicians.

## WOODWIND & BRASS SOLOS

Beginners Classes: Own choice of one or two solo pieces for performers who have not yet reached Grade 1 standard. Grade 1 examination music should not be performed. Initial Grade music may be performed.

Graded Classes: Own choice of one examination piece from a current syllabus. Performers should not have passed a higher grade by the time of the festival.

Advanced Performance: Own choice of one work. More than one movement may be performed subject to the time limit. A minimum standard of approximately Grade 8 is expected.

Own Choice Classes: Own choice of one piece.

Awards: A number of trophies for Own Choice Windwind or Brass Solo will be awarded throughout the age range.

Class	Age	Time	Fee
<b>080 Beginners</b> Award: Beginners Cup	Year 6 and under	Up to 2 mins	£6.00
<b>081 Grade 1-3</b> Award: Grade 1-3 Cup	Year 13 and under	Up to 2 mins	£6.00
<b>082 Grade 4-5</b> Award: Grade 4-5 Cup	Year 13 and under	Up to 4 mins	£6.50
<b>083 Grade 6-8</b> Award: Grade 6-8 Cup	Year 13 and under	Up to 4 mins	£7.50
<b>084 Advanced Woodwind or Brass Performance</b> Award: Advanced Woodwind or Brass Performance Cup	Year 13 and under	Up to 10 mins	£10.50
<b>085 Mini Musician</b> Award: Eligible for the Mini Musician Cup	Year 2 and under	Up to 2 mins	£6.00
<b>086 Own Choice Year 3-4</b>	Year 3 to Year 4	Up to 2 mins	£6.00
<b>087 Own Choice Year 5-6</b>	Year 5 to Year 6	Up to 3 mins	£6.00
<b>088 Own Choice Year 7-9</b>	Year 7 to Year 9	Up to 4 mins	£6.50
<b>089 Own Choice Year 10-11</b>	Year 10 to Year 11	Up to 6 mins	£7.50

## WOODWIND & BRASS DUETS

Any combination of woodwind and/or brass. Optional piano accompaniment.

Duet with Teacher: only the Performer is adjudicated.

Class	Age	Time	Fee
<b>090 Duet with Teacher Grade 1-3</b> Award: Woodwind or Brass Duet with Teacher Grade 1-3	Year 13 and under	Up to 8 mins	£6.00



# GENERAL INSTRUMENTAL Syllabus

## NON-COMPETITIVE INSTRUMENTAL SOLO OR DUET

(See also Non-Competitive Recital)

One or two own choice solos or duets for any instrument or pair of instruments from the same family. Performers will receive a verbal and written adjudication but no mark.

Please enter the class that corresponds approximately to your level of playing.

Class	Age	Time	Fee
<b>100 Non-Competitive Elementary Solo or Duet (up to Grade 3)</b>	Year 13 and under	Up to 3 mins	£6.00
<b>101 Non-Competitive Intermediate Solo or Duet (Grades 4-5)</b>	Year 13 and under	Up to 3 mins	£7.00
<b>102 Non-Competitive Advanced Solo or Duet (Grades 6-8)</b>	Year 13 and under	Up to 10 mins	£10.50

## RECITALS

Instrumental Recital: Own choice of two or three pieces of contrasting styles and periods to be performed on any one instrument.

The following minimum standards are expected:

Junior Recital - Grade 3

Intermediate Recital - Grade 5

Senior Recital - Grade 7

Versatility: Own choice of two or three pieces of contrasting styles and periods, each piece to be played on a different instrument, including voice.

Class	Age	Time	Fee
<b>103 Junior Instrumental Recital</b> Award: Junior instrumental Recital Cup	Year 6 and under	Up to 8 mins	£9.00
<b>104 Intermediate Instrumental Recital</b> Award: Intermediate instrumental Recital Cup	Year 7 to Year 9	Up to 12 mins	£13.00
<b>105 Senior Instrumental Recital</b> Award: Senior instrumental Recital Cup	Year 10 to Year 13	Up to 20 mins	£20.00
<b>106 Non-competitive Recital</b>	Any	Up to 20 mins	£20.00
<b>107 Junior Musical Versatility</b> Award: Junior Musical Versatility Cup	Year 6 and under	Up to 8 mins	£9.00

Class	Age	Time	Fee
<b>108 Senior Musical Versatility</b> Award: Senior Musical Versatility Cup	Year 7 to Year 13	Up to 15 mins	£16.00

## INSTRUMENTAL ENSEMBLES

One or two pieces for any combination of instruments.

Optional piano accompaniment.

Optional conductor for groups of five or more players.

Class	Age	Time	Fee
<b>109 Instrumental Duo, Trio or Quartet</b> Group of 2 to 4 people Award: Small Instrumental Ensemble Cup	Year 13 and under	Up to 5 mins	£12.00 per group
<b>110 Instrumental Ensemble</b> Group of 5 to 15 people Award: Large Instrumental Ensemble Cup	Year 13 and under	Up to 8 mins	£25.00 per group
<b>111 Family Ensemble (non-competitive)</b> Group of 2 to 6 people	Any	Up to 4 mins	£10.00 per group

## COMPOSITION

One piece for any combination of instruments and/or voice, to be performed live.

The composer should introduce the piece (not included in the time limit), and may take part as a performer. Please forward compositions to the Chairman by Saturday 19th February 2022.

Class	Age	Time	Fee
<b>112 Composition</b> Award: Chairman's Cup for Composition	Year 13 and under	Up to 3 mins	£10.00

# VOCAL & CHORAL Syllabus

## Rules

1 All performances in the Vocal & Choral section must be sung from memory

## Adjudicator

### Melanie Armitstead

Melanie Armitstead has enjoyed an international career as a Soprano Soloist in both Opera and Concert. Early in her solo career she sang under the baton of Sir Yehudi Menuhin, Sir Charles Groves and Andrew Parrott in Kent Opera and Scottish Opera-Go-Round. As a soloist for ENO, Opera North, Scottish Opera and Opera Northern Ireland she sang the roles of Tatiana in Eugene Onegin, Micaela and Frasquita in Carmen, 1st Lady in The Magic Flute, Venus in The Return of Ulyses, Fiordiligi in Cosi fan tutte, Maria in West Side Story and YumYum in The Mikado. Melanie understudied the roles of Hero in Beatrice and Benedict and Atalanta in Xerxes for ENO and Cleopatra in Giulio Cesare for the Paris Opera, returning to sing Mitridate and Le Chevalier Imaginaire at The Chatelet. She performed in Oratorios and Concerts with many of the leading UK orchestras. Recitals and concert performances took her to Holland, France, Spain, Gran Canaria, Singapore, Oman and Japan.

Melanie sang in a number of established ensembles including The Menagerie with Nicholas Daniel and Julius Drake and Classic Cocktail which mixed Classical and Jazz repertoire. Her degree from Durham in Russian and French allowed her to specialize in French and Russian Song Recitals.

Melanie now teaches and adjudicates at Competitive Festivals and Competitions. She was the Senior Singing Teacher at Sherborne Girls for 21 years and teaches advanced students privately. She adjudicates at Competitive Festivals around the UK and in Hong Kong, and as a panelist in larger Competitions.

## VOCAL SOLOS

Folk Song: Traditional or Modern Folk Song - accompanied or unaccompanied

Own Choice: Any style excluding Songs from the Shows. A number of trophies will be awarded throughout the age range

Art Song and Aria: Art Song to be sung in original language. Aria from any opera, light opera or oratorio.

Non-competitive classes: Performers will receive a verbal and written adjudication but no mark.

Class	Age	Time	Fee
<b>120 Folk Song Year 6 &amp; under</b> Award: Junior Folk Song Cup	Year 6 and under	Up to 3 mins	£6.00
<b>121 Folk Song Year 7-13</b> Award: Senior Folk Song Cup	Year 7 to Year 13	Up to 4 mins	£6.50
<b>122 Own Choice Song Year 4 &amp; under</b>	Year 4 and under	Up to 2 mins	£6.00
<b>123 Own Choice Song Year 5-6</b>	Year 5 to Year 6	Up to 3 mins	£6.00
<b>124 Own Choice Song Year 7-9</b>	Year 7 to Year 9	Up to 3 mins	£6.00
<b>125 Own Choice Song Year 10-11</b>	Year 10 to Year 11	Up to 4 mins	£6.50
<b>126 Show Song Year 6 &amp; under</b> Award: Show Song Year 6 & under Cup	Year 6 and under	Up to 3 mins	£6.00
<b>127 Show Song Year 7-9</b> Award: Show Song Year 7-9 Cup	Year 7 to Year 9	Up to 3 mins	£6.00
<b>128 Show Song Year 10-13</b> Award: Show Song Year 10-13 Cup	Year 10 to Year 13	Up to 4 mins	£6.50
<b>129 Art Song</b> Award: Senior Vocal Solo Cup	Year 12 to Year 13	Up to 5 mins	£7.00
<b>130 Aria</b> Award: Aria Cup	Year 12 to Year 13	Up to 5 mins	£7.00
<b>131 Junior Non-Competitive Solo (any style)</b>	Year 6 and under	Up to 3 mins	£6.00
<b>132 Senior Non-Competitive Solo (any style)</b>	Year 7 to Year 13	Up to 4 mins	£6.50

## VOCAL RECITAL

Own choice of two or three songs of contrasting styles and periods.

Class	Age	Time	Fee
<b>133 Junior Vocal Recital</b> Award: Junior Vocal Recital Cup	Year 7 to Year 9	Up to 8 mins	£9.00

Class	Age	Time	Fee
<b>134 Senior Vocal Recital</b> Award: Senior Vocal Recital Cup	Year 10 to Year 13	Up to 12 mins	£13.00

## VOCAL ENSEMBLES

Own choice of one or two songs in any style. Each voice should have its own independent part. With or without accompaniment.

Class	Age	Time	Fee
<b>135 Vocal Duet Year 6 &amp; under</b> Group of 2 people Award: Eligible for the Vocal Duet Cup	Year 6 and under	Up to 3 mins	£10.00 per group
<b>136 Vocal Duet Year 7-13</b> Group of 2 people Award: Eligible for the Vocal Duet Cup	Year 7 to Year 13	Up to 3 mins	£10.00 per group
<b>137 Vocal Duet Year 10-13</b> Group of 2 people Award: Eligible for the Vocal Duet Cup	Year 10 to Year 13	Up to 4 mins	£9.75 per group

## CHOIRS

Between 10 and 30 singers. Please indicate approximate numbers at point of entry.

Choice of two contrasting pieces. With or without accompaniment.

Please note: Entries will be limited to a maximum of five choirs.

The winning choir will be invited to perform at the GEMS Concert and Prize Giving so please keep the date clear.

Class	Age	Time	Fee
<b>138 Children's Choir</b> Group of a minimum of 10 people Award: Children's Choir Cup	Year 6 and under	Up to 6 mins	£20.00 per group
<b>139 Junior Choir</b> Group of a minimum of 10 people Award: Junior Choir Cup	Year 8 and under	Up to 6 mins	£20.00 per group
<b>140 Youth Choir</b> Group of a minimum of 10 people Award: Youth Choir Cup	Year 7 to Year 13	Up to 8 mins	£22.00 per group

Class	Age	Time	Fee
<b>141 Adult Choir</b> Group of a minimum of 10 people Award: Senior Choir Cup	19 and older	Up to 10 mins	£25.00 per group

## Other classes for Singers

Please also see details of the following classes in the Instrumental section:

- Musical Versatility
- Ensembles
- Composition
- Family Class

# **Policies**

## **Child Performance Licensing Policy**

TUNBRIDGE WELLS ARTS FESTIVAL

### **CHILD PERFORMANCE LICENSING POLICY**

This Policy was last updated on 8th September 2021.

Chairman: Celia Barstow

Vice Chairman: Chris Morgan

Hon. Secretary: Jacquie Hawthorn

Hon. Treasurer: Fiona Ross

Compliance Officer: Celia Barstow

To comply with the Children's Performances and Activities (England) Regulations 2014 and Notification of Performers covered by the Body of Person's Approval requirement, the following information will be provided by the Festival to Kent County Council for each performer:

- o Full Name
- o Date of Birth
- o Postcode

The entry process has been designed to capture all the information we require to comply with Child Performance legislation, for parents and teachers entering individuals and small groups. Where this information is not provided at point of entry (as in the case of larger groups such as school choirs), it is the responsibility of the Entrant to provide the required information directly to Kent County Council within their stated timescales.

## **CORONAVIRUS (COVID-19) POLICY**

TUNBRIDGE WELLS ARTS FESTIVAL

### **CORONAVIRUS (COVID-19) POLICY**

This Policy was last updated on 8th September 2021.

Chairman: Celia Barstow

Vice Chairman: Chris Morgan

Hon. Secretary: Jacquie Hawthorn

Hon. Treasurer: Fiona Ross

Compliance Officer: Celia Barstow

**PRELIMINARY STATEMENT:** This Policy has been created in response to the COVID-19 pandemic but applies equally to any infectious disease. It reflects the latest government guidance for people who work in settings related to events and visitor attractions.

The policy provides a summary of the Tunbridge Wells Arts Festival's response to the priority actions required of organisations running public events. For further detailed information refer to 'Working Safely During Coronavirus (COVID-19) - Events and Attractions' available on [www.gov.uk](http://www.gov.uk).

The Tunbridge Wells Arts Festival (the Festival) commits to implementing the following general principles in order to mitigate against the infection and spread of disease.

## 1. Risk Assessment

The Festival adheres to Health and Safety best practice through the use of a comprehensive Health and Safety checklist of actions. This is carried out at the start of each day in each location in use during the Festival, and has been updated to include actions relating to COVID-19 risk.

## 2. Attendance at the Festival

All Festival attendees are responsible for monitoring their own state of health and acting responsibly in line with government guidance. Anyone with symptoms of COVID-19 (a new, persistent cough; a high temperature; or loses/has changes to their sense of taste or smell) should self-isolate and take a PCR test, even if these symptoms are mild.

Designated voluntary helpers will ensure that for each room in use:

- o Supplies of hand sanitizer are readily available for use
- o Disposable masks are available free of charge
- o A Health & Safety poster is prominently displayed.

## 3. Ventilation

The Festival's Health and Safety checklist includes a requirement to check windows can be safely opened. It is the responsibility of the Session President to ensure adequate ventilation in each location.

## 4. Cleaning and Personal Hygiene

Kent College and Trinity Arts Theatre are responsible for providing a clean and safe environment to organisations hiring their premises. Cleaning materials are available for the use of Committee members and volunteers throughout the festival.

Pianos will be cleaned at the start of each day and at regular intervals during breaks.

Health and Safety posters will be prominently displayed encouraging regular hand-washing and stating that the Festival is operating a 'no shaking hands' policy.

All food will be hygienically prepared and sold wrapped.

## 5. Communication and Training

All policies are read and reviewed by the Festival Committee on a regular basis. Additionally, the Helpers Co-ordinator is responsible for updating Helpers Job Descriptions to include all relevant actions documented in this policy.

## 6. Policy Review

The Festival Committee will review this Policy on a regular basis, and at least once a year, improving and enhancing it as necessary. In doing so they will look to The British & International Federation of Festivals for support and that body in turn will look to other agencies for good practice, in particular the NSPCC and Arts Council of England policy guidelines.



Additionally, during the period September 2021 to March 2022 the Policy will be kept under constant review, and will be updated to reflect the latest government guidance. Entrants will be notified of any changes as necessary.

A copy of this Policy will be accessible to all participants throughout the Festival.

## Data Protection Policy

TUNBRIDGE WELLS ARTS FESTIVAL

GENERAL DATA PROTECTION REGULATIONS (GDPR)  
PRIVACY NOTICE

This Policy was last updated on 8th September 2021.

Chairman: Celia Barstow  
Vice Chairman: Chris Morgan  
Hon. Secretary: Jacquie Hawthorn  
Hon. Treasurer: Fiona Ross  
Data Controller: Celia Barstow

**PRELIMINARY STATEMENT:** In order to operate, Tunbridge Wells Arts Festival (the Festival) needs to gather, store and use certain types of information about individuals.

These individuals can include:

- o Staff - Committee members, other voluntary staff, professional musicians engaged as adjudicators and accompanists, and
- o Supporters - 'Friends' of the Festival, performers, parents of child performers, music teachers, sponsors, advertisers, and other people the Festival has a relationship with or regularly needs to contact.

This Privacy Notice explains how data is collected, stored and used in order to meet the Festival's data protection standards and comply the General Data Protection Regulations (GDPR) which came into effect on 25 May 2018.

The Notice protects the rights of our staff and supporters, complies with Data Protection law and protects the Festival from the risks of a data breach.

### Applicability of Privacy Notice

The Notice applies to everyone handling data on behalf of the Festival, for example Committee Members and other voluntary staff.

It applies to all data held by the Festival relating to individuals, including names, email addresses, postal addresses, phone numbers and any other personal information held (for example: dates of birth of child performers, and payments for class fees, Friends subscriptions, etc.)

### Data Controller

The Data Controller for the Festival is Celia Barstow, Chairman. The Data Controller, together with the committee, is responsible for why data is collected and how it will be used. Any questions relating to the collection or use of data should be directed to the Data Controller.

## DATA PROTECTION PRINCIPLES

### 1. We fairly and lawfully process personal data

The Festival will only collect data where lawful and where it is necessary for the legitimate purposes of the organisation. The Festival's valid lawful bases for processing personal data are 'Consent' and 'Legal obligation', as set out in Article 6 of the GDPR.

- o The name and contact details of committee members, other voluntary staff, professional musicians engaged as adjudicators and accompanists will be collected when they take up a position and will be used to contact them regarding administration related to their role, and also regarding festival activities.

- o Further information, including personal financial information and criminal records information may also be collected in specific circumstances where lawful and necessary (in order to carry out a DBS check).

- o An individual's name and contact details will be collected when they submit an entry for a festival. This will be used to contact them about their entry and to allow them entry to the festival.

- o An individual's name, contact details and other details may be collected at any time, with their consent, in order for Tunbridge Wells Arts Festival to communicate with them about festivals and related activities, and/or for Direct Marketing. See 'Direct Marketing' below.

### 2. We only collect and use personal data for specified and lawful purposes.

When collecting data, the Festival will always explain to the subject why the data is required and what it will be used for.

We will never use personal data for any purpose other than that stated or that can be considered reasonably to be related to it. For example, except for providing the local authority (Kent County Council) with details lawfully required by virtue of the Child Performance Licensing Regulations, we will never pass on personal data to third parties without the explicit consent of the subject.

### 3. We ensure any data collected is relevant and not excessive

The Festival will not collect or store more data than the minimum information required for its intended purpose.

### 4. We ensure data is accurate and up-to-date

The Festival will ask staff and supporters to check and update their data on an annual basis. Any individual will be able to update their data at any time by contacting the Data Controller.

### 5. We ensure data is not kept longer than necessary

Save for any legal requirement placed upon it, the Festival will keep data on individuals for no longer than 12 months after our involvement with them has ceased.

### 6. We process data in accordance with individuals' rights

The following requests can be made in writing to the Data Controller. Staff and supporters can:

- o request to see any data stored about them. Any such request will be actioned within 14 days of the request being made.

- o request that any inaccurate data held on them is updated. Any such request will be actioned within 14 days of the request being made.

- o request the cessation of receiving any marketing communications. Any such request will be actioned within 14 days of the request being made.

- o object to: any storage or use of their data that might cause them substantial distress or damage, and any automated decisions made based on their data. Any such objection will be considered by the committee, and a decision communicated within 30 days of the request being made.

### 7. We keep personal data secure.

The Festival will ensure that data held by us is kept secure.

- o Electronically-held data will be held within a password-protected and secure environment.

- o Passwords for electronic data files will be re-set each time an individual with data access leaves their role/position.
- o Physically-held data (e.g. Festival class entry forms) will be stored in a locked receptacle.
- o Keys for locks securing physical data files should be collected by the Data Controller from any individual with access if they leave their role/ position. The codes on combination locks should be changed each time an individual with data access leaves their role/position.
- o Access to data will only be given to relevant staff and supporters where it is clearly necessary for the running of the organisation. The Data Controller will decide in what situations this is applicable and will keep a master list of who has access to data.

## CONTACT BETWEEN STAFF MEMBERS

We only share staff members' data with other staff members with the subject's prior consent. As an organisation comprising volunteers, the Festival encourages communication between volunteer staff.

To facilitate this, volunteer staff can request the personal contact data of other staff in writing via the Data Controller. These details will be given, as long as they are for the purposes of contacting the subject (e.g. an email address or phone number) and the subject consents to their data being shared with other staff in this way.

## DIRECT MARKETING

The Festival will regularly collect data from consenting supporters for marketing purposes. This includes contacting them to promote festivals, related concerts, updating them about news, fundraising and other festival activities.

Whenever data is collected for this purpose, we will provide:

- o A clear and specific explanation of what the data will be used for.
- o A method for users to show their active consent to receive these communications.
- o Data collected will only ever be used in the way described and consented to.

## Policy Review

The Festival Committee will review this Policy on a regular basis, and at least once a year, improving and enhancing it as necessary.

A copy of this Policy will be accessible to all participants throughout the Festival.

# Safeguarding Policy

TUNBRIDGE WELLS ARTS FESTIVAL

## SAFEGUARDING POLICY

This Policy was last updated on 8th September 2021.

Chairman: Celia Barstow

Vice Chairman: Chris Morgan

Hon. Secretary: Jacquie Hawthorn

Hon. Treasurer: Fiona Ross

Safeguarding Officer: Celia Barstow 25 Holden Corner, Tunbridge Wells, Kent, TN4 0LP.

Venue for the 2022 Festival: Kent College Pembury.

Dates: 5th & 6th March 2022

Gems Concert and Prize Giving: 13th March 2022, Trinity Theatre, Tunbridge Wells. 2.30pm

**PRELIMINARY STATEMENT:** The safety of children and members of other vulnerable groups is paramount and all, without exception, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately and all the charity's trustees and volunteers have a responsibility to report concerns.

### 1. Purpose and Function of the Festival

The object of the Festival is to advance the education of the public in the arts of Music and Speech & Drama. These aims are achieved by providing a platform for performance supported by feedback from professional adjudicators.

### 2. The Festival Environment

The Festival is run by a voluntary committee, and during the Festival itself by further voluntary helpers. The Festival will take place in four rooms at Kent College, Pembury in 2022. Participants may need to move around the site from room to room. Kent College Pembury plays no part in the running of the Festival.

The Festival aims to provide a safe environment for all who participate, and to inform parents, guardians, carers and teachers of this Policy. The Festival will work in partnership with them to ensure, so far as is reasonably possible, that the Policy is carried out and a safe environment is provided.

We do this by ensuring that parents, guardians, carers and teachers have their attention drawn to a copy of this Policy on the TWAFF website at the point of entry and again at the time when they are making arrangements to attend the Festival.

At Kent College Pembury, school personnel, children attending that school and members of the general public will have access to the venue, and all participants, parents, guardians, carers and teachers should be aware of this and take appropriate steps to safeguard children under the age of 18 years and vulnerable adults from any potential problems.

### 3. Applicability of Policy

This policy relates to children under the age of 18 years and members of vulnerable groups of any age, hereafter referred to as 'applicable entrants'. Any applicable entrants to whom this policy relates, who require additional support for their needs, should be identified to the Festival Committee by parents, guardians, carers or teachers prior to their arrival at the Festival. and the GEMS Concert and Prize Giving. This should be done by contacting the named Safeguarding Officer. The Festival actively seeks, wherever possible, to meet additional needs, but must know beforehand in order to prepare support, or let you know we are unable to help.

### 4. Festival Personnel

All Festival helpers are volunteers and most of the existing helpers have been helping for many years and are well known to the Festival Committee. New recruits tend to be parents of entrants and are usually well known to the Festival Committee already or are recommended by one of the members of the committee.

All helpers are provided with a description of the job to be undertaken by them. All jobs are reviewed annually to ascertain if it is necessary to ask the job holder to obtain an Enhanced Disclosure from the Criminal Records Bureau.

A record of all helpers is held on a central database either by the Helpers Co-ordinator or by a member of the Festival Committee and the names are reviewed at least once a year.

All helpers at the Festival wear a brightly coloured lanyard showing they are part of the Organisation. Members of the Festival Committee wear lanyards of a different colour identifying them as committee members and the position they hold. In case of a problem, anyone wearing a lanyard can be approached and will be able to direct you to someone who will know how to help.

The Chairman of the Festival, or in their absence the Vice Chairman or Secretary, or someone nominated by the Chairman to stand in their stead, is the Festival Supervisor and is available at all times during the Festival to answer queries and deal with any problems that arise. Any problems should be immediately notified to them, whereupon appropriate action will be taken.

The Festival Supervisor will keep a central register of any problems notified, the date and details of the problem and the action taken. The Festival treats all such matters with the utmost concern. The Adjudicators' Dining Room is available during the Festival for private discussion if required.

The contents of this Policy will be drawn to the attention of all helpers at the Festival each year by pointing out its availability on the TWAF website.

#### 5. Attendance at the Festival

It is the Policy of the Festival to ensure that all parents, guardians, teachers and carers of applicable entrants are notified that a copy of this Policy is available to read on the TWAF website in time to make arrangements to attend the Festival. Individual entrants are notified on the Entry Form, while entrants who have been entered by their teacher are notified by them, as in that event it is the teacher's responsibility to ensure that all parents, guardians and carers are notified of the Policy.

At all times while on any premises being used by the Festival, applicable entrants should be accompanied by at least one responsible adult. It is a condition of entry that all applicable entrants should be fit and well to participate in their classes. By signing the Entry Form, parents, guardians, teachers and carers commit to this requirement.

Under no circumstances will the Festival act "in loco parentis." It is the responsibility of every parent, guardian or carer who is not personally attending with their child to satisfy themselves that their child is accompanied to the Festival and adequately supervised by a responsible adult acting on their behalf.

In particular, please note, it is the responsibility of parents / guardians / carers / teachers to ensure children do not play on the swings at any time during the festival.

#### 6. Performance Areas and Practice Rooms

There are no changing facilities at the venue. Practice rooms are available in the Music Block but they are not supervised by anyone on behalf of the Festival and it is the responsibility of a teacher in respect of their entrants and of the adult responsible for any applicable entrants to ensure safe use of these facilities.

A Session President and/or Adjudicators Clerk at all times will supervise each performance venue.

Entrances to the Festival performance venues are also manned at all times and the Festival Supervisor or someone on his or her behalf will check at regular intervals that helpers are in place.

#### 7. GEMS Concert and Prize Giving

Registered Chaperones will be provided for appropriate children under 17 years of age. Otherwise it

will be the responsibility of a teacher in respect of their entrants and of the adult responsible for applicable entrants to ensure the safe use of these facilities.

The GEMS Co-ordinator or their nominated deputy will at all times supervise the GEMS Concert.

#### 8. Photographs, Visual Recording and Press Photography

The use of recording equipment, cameras or video cameras of any kind during the course of any Class is strictly forbidden. The Press, or an official photographer, may be in attendance at the Festival. Their photographs may be published in local papers or on the Festival website. If parents do NOT wish their children to be photographed, they must indicate accordingly upon making their entry.

#### 8. The Legislation and Guidance that supports this Policy

The Rehabilitation of Offenders Act 1974; The Children Act 1989; The Police Act 1997; The Data Protection Act 1998; The Human Rights Act 1998; The Protection of Children Act 1999; The Criminal Justice and Court Services Act 2000; The Children Act 2004; The Vulnerable Groups Act 2006.

#### 9. Policy Review

The Festival Committee will review this Policy on a regular basis, and at least once a year, improving and enhancing it as necessary. In doing so they will look to The British & International Federation of Festivals for support and that body in turn will look to other agencies for good practice, in particular the NSPCC and Arts Council of England policy guidelines.

A copy of this Policy will be accessible to all participants throughout the Festival.