



**DANCE CHALLENGE™ GENERAL TERMS AND CONDITIONS
- EVENT GUIDELINES AND RULES -**

Please read this document in its entirety. Some points may have already been covered or explained to you, but it is essential for the group leaders to convey this information to all their group members. These terms and conditions may change. Please consult our website or Dance Challenge™ team for up to date information.

GUIDELINES FOR PARTICIPANTS

To participate in this event you need to:

Send a written confirmation of your willingness to participate or register on line: www.dancechallenge.co.uk

Select a team of young people

Select the music

Create and facilitate choreography in any dance style (Cultural & Arts can provide assistance with the choreography and/or the music. For this you have to inform us in writing when you book or hand in the Entry Form)

Present the finished work in front of a live audience and a jury of dance specialists

Set Duration – maximum time allowed for your performance is **3-4 minutes (unless we inform you otherwise)**

Team registration fee: **£60 (Non-refundable if cancelled within four weeks before the show)**

This competition is not open to professional dancers

Ballet presentations are welcome but not as part of the competitions

Filling in a Registration Form does not guarantee you a place in the event. If we cannot enter you at the specific event you have requested we will offer you another date and venue.

DANCE CHALLENGE™ AWARDS & RULES

Prizes awarded at both the eliminatory rounds and also the finals!* (subject to change with particular events)

	Event
1st Prize	£150* & trophy
2nd and 3rd Prizes	plaques
Performance Award and Audience prizes	plaques

Certificates awarded to all participants

Criteria for Awards

Groups will be judged on a point system on three main elements:

- 1. Choreography**
- 2. Team Work**
- 3. Performance**

Each element is divided into two categories as follows:-

- Creative Choreography (10 points)
- Overall Presentation (10 points)
- Innovation (10 points)
- Group Dynamics (10 points)
- Musicality (10 points)
- Enthusiasm (10 points)

Judges scoring sheet and evaluation criteria: (Sample)

Dance Challenge™ competition Wembley Arena									
Category	Out of 10 POINTS	Out of 10 POINTS	Out of 10 POINTS	Out of 10 POINTS	Out of 10 POINTS	Out of 10 POINTS	Out of 10 POINTS		Out of 60 POINTS
	Choreography		Team work		Performance				
School/Group Name	Creative Choreography	Innovation	Overall Presentation	Group Dynamics	Musicality	Enthusiasm	Comment	Total	
	Spatial awareness: Levels, directions, formations, points in stage and combinations. Effective use of more than one dance style.	The quality of use of creative choreography and combination of all elements	Formations, unity, harmony in execution, costumes, props lighting.	Team work, contact, communication, balance of formations and individual with the group, group awareness	Rhythm, understanding of the chosen music/sound, complementing music with movement (harmony and disharmony)	Team energy, Body energy, enjoyment, facial expressiveness, behavior on and off stage, supportive of others			
1	Dance Challenge Juniors	10	10	10	10	10	10	60	
2									
3									
4									
5									
6									

Guidelines for Participants

1. Get a group together (Age 5-26) and 5-25 members
2. Select the music
3. Create a piece of choreography in any dance style (3 – 5 minutes, unless we inform you otherwise)
4. Register to perform at one of the Dance Challenge™ events (Team registration fees £60 applies)

Each team will be placed in one of three categories:

- Primary School Groups
- Secondary School Groups
- Community Groups

*Dance training vouchers worth £150 for the winning team in each category. Each cash voucher will entitle the winning team to receive up to 3 hours of dance training with one of our selected dance coaches. The list of dance styles and coaches will be publicized separately at each event. Terms and conditions apply.



QUALITY ASSURANCE CHECK-UP

Before confirming a group's definite participation, Dance Challenge™ may require each group to present a short sequence of their dance piece so we can determine the quality and nature of the work. If you are unable to e-mail or upload your work in progress at a social website we may send before the event one of our representatives to observe and film the dance piece. Participants will be selected based on the quality of their potential final performance. **Please note that at this stage the groups will be assessed on the work-in process as opposed to their final product.**

TRAINING DAY (FOR GROUPS LEADERS)

Throughout the year we deliver a series of **FREE** training sessions where group leaders (young people, teachers, social workers and youth group leaders) can hone their skills in choreography, music editing and set design.

The day is ideal if your group is planning to enter a Dance Challenge™ event or is choreographing a piece for any other forthcoming dance performance. Anyone and everyone is welcome to take advantage of our **FREE** workshops.

Dates/Venue: check the website: www.dancechallenge.co.uk

TRAINING DAY CONTENT

During the training day participants will get to work with professionals from the creative arts and media industry. You will receive specialist knowledge and advice, intended to inspire. These sessions will provide you with the tools and skills that you can apply to any creative project you engage in.

The following topics will be discussed:-

- What is Dance Challenge™?
- How to enter, rules and general information
- Choreographer's toolbox
- Sound and Music Production
- Costume, Set Design and Staging
- Networking

Booking is essential! The training day is **FREE** and places are limited. 48 hours' notice is required should you wish to cancel your place. Failure to do so will incur a £25 administration charge.

MUSIC

It is each group leader's responsibility to make sure that the lyrics do not contain offensive language and is suitable for young people.

The chosen track has to be on CD with the name of the school/group clearly marked on the cover.

Each group has to bring the CD on the day and hand it to the Dance Challenge™ staff

Group leaders have to bring a second copy of a CD for backup purposes. Please also ensure the CD's do not contain any other tracks except the one to be used for your performance.

PARTICIPANT'S DETAILS

Please ensure Dance Challenge™ are informed of the final total number of participants/dancers and teachers in your group **2 weeks prior to show day.**

A list of all participants, containing full names (forename and surname), age and the school year of each young person has to be submitted to Dance Challenge™ no later than two weeks before the event date. This information will be used by Dance Challenge™ its partners and sponsors including local authorities as part of their monitoring programme.

GROUP PHOTOGRAPH/S

Two weeks before the event date each group/school has to submit a digital photograph/image by email to dance@dancechallenge.co.uk If the school/group will submit their photograph after this date we cannot guarantee that their photograph would be placed in the programme.

PARENTAL CONSENT

It is the group leader's (teacher, head teacher, person who signed the Entry Form) responsibility to obtain consent from parents of all participants in the group.

The consent letter should contain:

A description of the activity

Schedule of the day with departure, time and place

Approximate time of return (if applicable)



Parent's consent in relation to their child being photographed/filmed during this public event. Cultural & Arts and local authorities may use photographic/film materials for their advertising campaign and future promotions. Dance Challenge™ reserves the right to ask each group leader for the original signed parental consent letter.

For a sample parental consent letter follow the link: http://www.cultureandarts.co.uk/docs/Culture&Arts_Parent-GuardianConsentForm.pdf

TRANSPORT

Each group will have to make their own travel arrangements to and from the venue.

FOOD AND DRINK / REFRESHMENTS

This will be a long day, so we recommend each young person bring a packed lunch and plenty of drinks/water (non-glass containers only please).

We have been informed by the venue that food is allowed to be consumed only in specific areas of the premises.

If participants would like to buy food, there will be a few vending outlets available.

DRESS AND COSTUMES

Each group has to come prepared in costumes ready to perform as changing/dressing rooms are not available.

PERSONAL BELONGINGS

Unfortunately there are no cloakroom facilities in the theatres. Please make sure that you keep your personal belongings with you at all time. Dance Challenge™, our funders and Culture & Arts bear no responsibility for any loss or damage to personal belongings.



REGISTRATION FORM

Name of School/Group _____

Address _____ Post Code: _____

Local authority: _____ Name of person in charge: _____

No of participants: _____ Contact Number: _____

Mobile No: _____ E-mail: _____

Fax No: _____ Dance style: _____

Specific requirements _____

I confirm our School's/Group's willingness to participate in the Dance Challenge™ event (Insert EVENT date/S if known) _____

Signature _____

Print Name: _____

Position: _____

Today date: _____

Please send the completed form to: **DANCE CHALLENGE™**

By Post Compass Theatre, Glebe Avenue, Ickenham, UB10 8PD

By Fax: 0845 539 0014

By e-mail: dance@dancechallenge.co.uk

Once we have received your registration form we will contact you with more information.

You can also register on line: www.dancechallenge.co.uk



SUPERVISION

Each group has to have the minimum number of supervising adults for their young people (5-7 years old 1:7, adults: participants. Others ratio 1:10, adults: participants).

DISCIPLINE

Dance Challenge™ will not deal with issues of discipline as it is the school's/ group leader's responsibility. We expect no less than an excellent behavior from all the participants and other people involved in this event. Orderly manners and support of and by all participants is expected.

Groups are to follow instructions from event staff during the day. Any unreasonable behavior will not be tolerated and this may result in the suspension from the competition of the person/s responsible.

SHOW AND REHEARSAL SCHEDULE

The performance schedule has been constructed by Dance Challenge™, a copy of which will be provided for each school prior to the competition. Schools/groups are listed for competition in alphabetical order.

Any changes to the performance schedule on the day can be made only by consent from Tomorr Kokona – Artistic Director

The rehearsal schedule will run in the same order as the competition. We ask all participants to be patient as some groups may need to do some last minute arrangements e.g. with the entries and exits. This will be decided by the stage manager.

At the end of the competition there will be an award ceremony. Each group is allowed a maximum representatives (to be confirmed on the day) to go on stage, to collect the prize. In preparation for this, the group leader should select their representatives for the award ceremony prior to arrival.

At the end of the award ceremony the winning group/s from each category may be given 1 min to perform a section of their dance piece. Please come prepared for this and inform the Stage Manager on arrival where the CD should commence from (please use the CD counter for this and mark on your CD).

ON ARRIVAL

1. Please register your attendance with Dance Challenge™ staff.
2. Please bring the final name list of all participants and accompanying adults and inform us of any changes in the list of participants submitted.
3. Collect wrist band/passes for all in your party – this will allow access to stage areas.
4. Hand in CDs. The CD has to be clearly labeled with the name of your school/group and have only one track.
5. Collect Instruction/Info package, which includes allocated seating areas for your group. In some occasions we may give you numbered tickets for each member of your team.
6. Collect Evaluation forms - Each group leader will receive two sets of evaluation forms. One for the group leaders and one for each young person. It is the group leader's responsibility that all the evaluation forms are handed out to the young people and returned to the Dance Challenge™ staff before the end of the show.

SITTING ALLOCATION

Participants must stay in their designated area at all times. Ushers and the Stage Manager will inform each group about their timing, entrances and exits.

PERFORMANCE

Each group has to be prompt with entries and exits to the stage. For this please follow the instructions of the Stage Manager.

CANCELLATION

- a) Under our obligation to local authorities and our sponsors who are funding this event, we require a minimum of **4 weeks notice** should the school/group wish to cancel the performance(s). Cancellation with less than 4 weeks notice will render the school/group liable to pay the full fee of £200 (Two hundred pounds) if the company is unable to secure a replacement booking.
- b) If the Company needs to cancel the workshop(s) / performance(s) a mutually agreed alternative place/date for the performance(s) will be offered to the school/group.

COPYRIGHT

Dance Challenge™ and /artists owns the copyright of any work created by the artist. The artist/s/group/s agrees to allow Dance Challenge™ and its partners to reproduce any of his/her work created during the project for marketing and sale purposes.

AUDIENCE

The performance is suitable for a specific audience number and Dance Challenge™ reserves the right to withdraw the performance if the agreed audience numbers are exceeded. The audience (parents/families) will not be allowed to stay inside the theatre during technical and dress rehearsals. The auditorium doors will open approximately 30 minutes before the show starts.



EQUAL OPPORTUNITIES AND COMPLAINTS

Dance Challenge™ equal opportunities hand book could be obtained by contacting us on: dance@dancechallenge.co.uk We adhere to London Local Authorities equal opportunities and complaints procedures.

EMERGENCY PROCEDURES

Emergency procedures will be gone through on arrival.

ACCESSIBILITY

All venues used to host a Dance Challenge™ event comply with the governments regulations in accessibility and safety. Most of the venues used for the Dance Challenge™ have access and spaces for wheelchair users. In the cases when a venue does not have these facilities we will inform the participants in advance.

TICKETS

Please see our website for tickets www.dancechallenge.co.uk

For more info contact us on: dance@dancechallenge.co.uk or call 0845 539 0014

THE EVENT

Date/s: As advertised (see www.dancechallenge.co.uk)

Arrival at venue: Groups will be informed nearer the date

Rehearsals: Groups will be informed nearer the date

Doors open to public: Groups will be informed nearer the date

Show times: Groups will be informed nearer the date

Venue details: For information on venues and how to get there please visit our website: www.dancechallenge.co.uk

DANCE CHALLENGE™ ON-SITE TEAM CAN BE CONTACTED ON THE DAY AND A CONTACT EMERGENCY NUMBER WILL BE GIVEN NEARER THE DATE