

WYCHAVON FESTIVAL OF BRASS

Entertainment Contest Rules 2021

These rules replace all previous versions and are effective from 1st January 2021

1. The Wychavon Festival of Brass contest will take place on Saturday 30th October 2021. All sections will compete on the same day at De Montfort School, Four Pools Road, Evesham, WR11 1DQ (or at an alternative venue to be decided and notified).

2. The contest is 'own choice, concert entertainment'.

3. Wychavon Festival of Brass will apply, where appropriate, the National Rules, which the Festival Management reserve the right to amend as deemed necessary. Wychavon Festival of Brass Contest Entertainment Contest Management Committee will be referred to throughout as the "Festival Management".

ENTRY FEES, PAYMENT METHODS, DRAW DATES AND PRIZES:-

4. Entrance applications, together with the appropriate entrance fee(s), must be received by the WFB Contest Secretary by post or on-line **by 8 p.m. on Friday 10th September, 2021.** Once the appropriate fee has been paid by bank transfer or (for postal entries) cheques cleared, entry will be confirmed.

5. The contest draw for playing position will take place within 10 days of the close of entries. The provisional date for 2021 is Sunday September 19th.

6. The entrance fee for Wychavon Festival of Brass Entertainment Contest will be as per the schedule on the website (www.festivalofbrass.co.uk). Having entered the Contest, should a band subsequently withdraw, **fees will not be refunded.**

7. If a band wishes to play in a higher section as per Rule 9, the extra fee will be 2/3 of the full fee for the higher section. This must be paid at the same time as the main fee, but will be refunded after the contest if a place for the higher section cannot be offered.

8. Cheques should be made payable to **Wychavon Festival of Brass**, however, BACS payments are preferred; account details can be found on the entry form on the Festival website – www.festivalofbrass.co.uk

9. The following will apply:

- a. If there are vacancies in a section on the closing date for entries, then these will be offered, at the Festival Management's discretion, to those bands that have signified their interest in playing in a higher section **and** have paid the appropriate fee (see Rule 7)
- b. Priority will be given to bands performing within their own section; e.g. in the Championship section, Championship bands are given preference over First section bands.

c. Extra places will be offered in chronological order of receipt of the original application and fees.

d. A band intending to play in a higher section may offer a different programme of music if they wish but this is not obligatory.

10. No later than seven days after the draw, the WFB Contest Secretary will notify each Band Secretary / band representative, of the intended start time for each section, their band's playing position, the adjudicator for that section and the approximate time the band is due to perform.

11. Any changes to timings, e.g. due to other bands withdrawing from the Festival, will be communicated to Band Secretaries / band representatives, as they occur and in good time.

BANDS, PLAYERS AND TICKETS:-

12. The contest is open to any brass band which is registered with the accredited registries of England, Scotland, Wales and Northern Ireland. For the purposes of the Wychavon Festival of Brass Entertainment Contest, National Grading will apply.

Please note: Overseas Bands, Youth Bands and Non-Registered Bands: Wychavon Festival of Brass actively encourages the participation of these groups for which **separate arrangements with regard to the registration of players will be offered.** Please contact the WFB Contest Secretary for more information.

In all cases:

a. The playing band shall be from the widely recognised brass band composition, comprising 25 brass instrumentalists and a maximum of 4 percussionists. Any enhanced entertainment or choreography must be performed by the band's stage party of instrumentalists (the band's own players, borrowed players or unregistered players).

Whilst WFB actively encourages and fully supports all bands to showcase and maximise other talents within the Band and will look to facilitate this the best it can, any breach of this rule, at the discretion of the Festival Management, may incur a points penalty.

b. Players must be registered with the appropriate registry (except for the permitted number of non-registered players), prior to the contest. **New registrations** need to be received at the relevant Registry by **Friday 22nd October 2021**. **Transfer applications** will need to be received at the appropriate Registry by **Friday 1st October 2021** at the latest so that the player's registration with the new band comes in to effect on or before the day of the contest (Saturday 30st October 2021). In both cases, transfers and new registrations, the player's card must show the date from which the new registration takes effect.

c. On the day of the contest and prior to their performance, registered players must present their registration cards to the nominated WFB registrar, arrangements for which will be communicated to Band Secretaries / band representatives in good time in advance of the Festival.

13. Borrowed Players:

- a. A band may borrow up to **FOUR** registered players and **TWO** non-registered players (**SIX** borrowed players in total).
- b. A borrowed player must be from a band that is nationally graded in the same section or lower than the borrowing band. If the borrowing band is graded in the Fourth Section, it may borrow two of the permitted four players from the Third Section.
- c. Borrowed players:** On the day of the contest, the Band Secretary / band representative will provide confirmation from the borrowed player's home band, signifying the home band's agreement to lend the player and confirming the section in which the lending band plays. To facilitate this, a pro-forma may be downloaded from the WFB website. The completed pro-forma, together with the registration card for the borrowed player, must be presented at registration.
- d. Non-registered players:** On the day of the contest, non-registered players must present a signed letter to the Contest Registrar confirming they are not affiliated to any other brass band. To facilitate this, a pro-forma may be downloaded from the WFB website.
- e. If the band intends to play in more than one section, Band Secretaries / band representatives are asked to bring duplicate documents for borrowed players (both registered & unregistered); photocopies will suffice.
- f. Borrowed & unregistered players are permitted to play for a maximum of **TWO** bands. A player performing with their own band at WFB may play for their own band and one other.
- g. It is the responsibility of the Band Secretary / band representative of the borrowing band, to ensure that ALL borrowed and unregistered player documentation, submitted to the registrar on the day of the contest, is correct and accurate. If documentation is incorrect, especially if it is shown to be false, the organisers may impose a points penalty, or disqualify the band, as they see fit.

14. Tickets: A maximum of 30 free tickets will be provided for each competing band, one for each of the 25 brass players and 4 percussionists, and one for the Musical Director. No further tickets will be issued (except in the case of a disabled or injured player who may require the assistance of an enabler; **band secretaries are asked to contact the WFB Contest Secretary in good time if this is required**).

15. Advance bookings for supporters' tickets at a reduced rate will be made available to competing bands following the draw. These must be ordered and paid for by cheque or BACS in advance by Friday 23rd October 2020. Orders are to be enclosed with scores.

PERFORMANCE TIMINGS and the ADJUDICATOR'S ROLE:-

16. Please note the following:

- a. Each band must play a programme to include a stand up solo brass or percussion item which must be played by a registered player of that band. The solo item may not be played by an unregistered or borrowed player. Other combinations may be included in a band's programme (duets, quartets etc.) but these will not be eligible for the solo award.

PLEASE NOTE: WFB actively encourages and fully supports all Bands entering the Festival who wish to showcase and maximise other talents from within their Band (see rule 12a)

- b. The performance shall last no longer than 20 minutes from the first to last notes played, to include any spoken narrative or applause during the performance.

c. One point will be deducted for every minute or part-minute played beyond the 20 minutes allowed.

- d. 30 minutes per band are scheduled, to include setting up time, the band's performance and dismantling time which will commence as per the published programme. Any band exceeding this time limit risks, at the discretion of the WFB Committee, disqualification.

- e. It is expected that a band's performance should be no less than 17 minutes long (including applause). Points may be deducted, at the Adjudicator's discretion, where a band's performance is overly brief.

- f. Where a band has a disabled or injured player that may need extra consideration, the WFB Contest Secretary should be informed in good time so that appropriate arrangements can be made, particularly with regard to Registration arrangements and performance area access.

- g. The band may provide their own compere should they wish to use one. If the 30 tickets per band are already allocated then the compere will need to purchase an extra ticket. The WFB Contest Secretary should be notified beforehand if a compere is to be used. Please note WFB does not provide a compere for a performance (although each band will be introduced to the audience).

- h. Bands using chaperones or responsible persons when playing children aged 16 or under may need to acquire additional tickets. Please contact the WFB Contest Secretary for details as this varies according to individual band's circumstances.

17. Adjudication is 'open'. The adjudicator will receive a copy of these rules, together with Adjudicator's Guidance Notes. Their interpretation of the Rules & Guidance Notes will be final. The notes made during the performance by the adjudicator will be returned to each competing band with their scores, at the end of prize giving.

18. The Adjudicator's Assistant will assess the visual presentation of the band for the 'Entertainment Award'; they will also time the performance and the overall time allowed.

Any notes made by the Adjudicator's Assistant are not formal adjudications and will serve only to help the assistant and will not be released.

THE AWARDING OF PRIZES:-

19. First, Second and Third place prizes will be awarded in all sections – except:

a. If, on the date of the draw, the number of entries for a section is 4 bands or less (including any bands from a lower section that have indicated their intention to compete in the higher section), the contest in that section will not be held.

b. Only two prizes will be awarded in any section, if on the date of the draw, there are 6 bands or less in a section (subject to 19a above).

c. All named trophies will be kept in good condition by the winning bands and then returned to the Festival Management in time for the following year's contest.

d. **Where a returnable trophy is lost or damaged**, in the possession of the band, the WFB Contest Secretary must be informed as early as possible and arrangements made for the trophy to be replaced or repaired at the band's expense.

e. Each band secretary will be required to sign a form (on the day of the contest) agreeing to take responsibility, on behalf of their band, for the receipt and maintenance of trophies, and to pay for any repairs or replacements that are deemed necessary by the Festival Management if loss or damage occurs to Festival trophies held by the band.

20. Awards will be presented at the end of the contest for each section. Prize money will be as per the attached schedule / as shown on the WFB website and will be remitted by BACS (or cheque on request) during the week after the Contest.

The trophies awarded for first place, second, third places (and for the youngest player(s)) **must be returned to the Wychavon Festival of Brass at a suitable date prior to the next contest.** Bands will be informed of where and when to return these trophies.

The certificates, awarded at the same time as the trophies, are retained by the band to commemorate their success.

21. Additional trophies (non-returnable) will be given for other categories, such as the Best Soloist, Percussion, Most Entertaining Band etc. These prizes are awarded at the discretion of the Festival Management.

MUSIC SCORES, REGISTRATION, VENUES AND PERCUSSION:-

22. Music Scores: Permitted copies of full scores, or conductor copies of the chosen music, must be forwarded by Friday 22nd October, 2021 at the latest, to the postal address supplied by the WFB Contest Secretary. **Failure to comply will lead to automatic disqualification.**

All scores MUST be legible, properly assembled and in playing order. If this is not the case, points may be deducted at the Adjudicator's discretion.

A cover sheet must also be included in the pack to confirm the running order of the pieces to be played, together with the name of the soloist and the instrument they will play. **A standard form can be downloaded from Festival website.**

Scores can be collected, along with the Adjudicator's remarks, after the prize giving ceremony at the end of each section. Uncollected copied scores will be destroyed.

23. Registration: The Band should be available in their allocated waiting area an hour before their anticipated playing time. (See 24c below)

A steward will collect each band from the allocated changing area approximately 15 minutes before their performance slot and escort the Band to Registration.

Band Secretaries must ensure that every player has their registration card to hand, together with the appropriate supporting documentation for borrowed players and non-registered players as required by the WFB Contest Secretary, when reporting to the registration desk (see 13a to 13g above).

24. Venue:-

a. Smoking is NOT allowed within the buildings or grounds of the venue except where special provision has been made.

b. Bottled water or soft drinks ONLY, shall be permitted in the changing rooms and performance halls. **Alcoholic drinks must not be taken away from the bar area.**

c. Changing rooms are provided but may only be occupied one hour before the band is due to play and must be vacated 15 minutes after it has finished playing **(please do not turn up too early - your room could be in use by another band!)**. Prior to this, bands should make use of the 'band reception area' or other onsite facilities.

d. No action by a band player or supporter shall be permitted which shall have the effect of spoiling the enjoyment of the contest for other people. The Festival Management reserves the right to take whatever action it sees fit in this regard, up to and including disqualification from the contest.

e. The cost of repair or replacement for any damage will be charged to the individual or band responsible for that damage.

f. The Band Secretary / band representative shall be responsible for bringing these rules to the notice of the band's players and supporters and shall be responsible for their conduct at the contest.

25. Thirty music stands together with specified percussion instruments advised to bands beforehand, will be provided by the Festival Management. Any more music stands required must be provided by bands themselves.

A plan of the layout of the percussion instruments will be made available on the WFB website well in advance of the contest. Only in exceptional circumstances will a band be permitted to move percussion (for example when offering a percussion solo as a main

item) and the WFB Contest Secretary must be notified as such by Friday 22nd October, 2021.

Percussion will be checked for damage between performances. The cost of any repairs required will be charged to the offending band.

Bands are reminded that whilst this is an ‘entertainment contest’, they should consider very carefully the level of percussion that can be practicably managed given the limited time available to enter and leave the stage area.

Any band may bring extra percussion instruments as they wish—but please inform the WFB Contest Secretary of any large items by Friday 22d October 2021 so any necessary access arrangements can be made.

WFB music stand banners will be provided. Bands’ own stand banners are not permitted.

26 SAFEGUARDING AND CHILD PERFORMANCE LICENSING

The WFB Contests has Body of Persons Approval using the Brass Bands England scheme. This means that all children aged 16 or under are eligible to play at the contest in 2021 without the need for individual performance licenses. However, it is essential that bands provide the proper supervision for their child players and any other vulnerable persons within their band. Hence:

- All bands must provide the name of their Safeguarding Lead to the contest organisers by Friday 22nd October 2021.
- Any child aged 16 or under on the day of the contest must be supervised throughout the day by either:
 1. A playing parent who is in full view of their child or
 2. Another playing, responsible adult with enhanced DBS status who is in full view of the child or
 3. A non-playing, responsible adult with enhanced DBS status who will be allowed to accompany the child through registration and into the performance area.

All approved responsible adults may supervise up to 12 children at any one time so the minimum of supervisors for each band is anticipated.

This is a complex area and is more comprehensively dealt with in the Safeguarding Policy available on the WFB website.

Failure to abide by these safeguarding regulations jeopardises the WFB Contest and as such bands are kindly asked to pay strict attention to our requirements. If contravened, WFB Management team will have no option but to disqualify (reluctantly) the offending band.

GENERAL INFORMATION:-

27. The Festival Management may photograph a band's performance, without the use of flash photography, unless the band specifically informs the WFB Contest Secretary by Friday 22nd October, 2021 that they do not wish to be photographed.

28. At the Festival Management's discretion, breaches of these rules may lead to the disqualification of a band.

29. All protests, complaints, or matters arising under these rules shall be submitted (by Band Secretaries) to the WFB Contest Secretary in writing following the contest. Due consideration will be made and any outcomes will be communicated to the Band Sec of the complaining parties as soon as possible. The Festival Management's decision shall be final. Only serious and urgent matters will be dealt with on the day of the contest by the Contest Secretary and Chair (or at least one other committee member).

30. The Festival Management or officials cannot be held responsible for damage to, or loss of instruments, music stands, equipment or property of any kind. All venues used will carry insurance to comply with statutory requirements.

31. The Festival Management reserve the right to vary or add to these rules from time to time and to accept or decline an entry.

32. The Festival Management reserves the right to cancel the contest if it deems it necessary to do so at any time. All entry fees etc. would be returned.

Amended Dec 6 2020