

# Tunbridge Wells Arts Festival

## Syllabus 2026

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# INTRODUCTION

## WELCOME!

Welcome to the 2026 Tunbridge Wells Arts Festival which takes place on 7th and 8th March 2026. 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.

## OPENING & CLOSING DATE FOR ENTRIES

Entries open on 1st November 2025 and close on 25th January 2026 or earlier if sold out. Please be aware that we limit choir entries to no more than four per class.

## NEW FOR 2026 - CLASS TIMETABLE AVAILABLE NOW

An outline timetable for the whole weekend is available to view on the website at [twaf.co.uk](http://twaf.co.uk) and on the online entry system.

## 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 15th March 2026. 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 for an outstanding performance

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 Celia Barstow Trophy awarded to an outstanding pianist

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

## OFFICIAL ACCOMPANISTS

Singers and instrumentalists may bring their own accompanist or engage one of the festival's official accompanists subject to availability. We are very pleased to welcome back Mark Bromley and Frances Yonge as the Festival's official accompanists. Please indicate if you wish to book them when making your entry.

## ENQUIRIES

Enquiries should be addressed to the Secretary, Fiona Ross, at [fiona.ross@twaf.co.uk](mailto:fiona.ross@twaf.co.uk)

# General Rules and Regulations

**1 ENTRIES:** All entries must be made 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 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.

A maximum of five classes may be entered per half day. Any classes which cannot be attended as a result of over-booking will not be refunded.

**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:** Performers are required to complete their performance within the stated time limit. Overruns are liable to deduction of marks.

A paper 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.

**9 COMPLAINTS:** In the event of a complaint, please put your submission in writing to the Festival Chair by the end of the festival weekend. The complaint will be reviewed upon receipt of a £30 fee. The fee will be refunded if the protest is upheld. Under no circumstances should the Adjudicator be approached with any complaint over marking or any other matter.

**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:** Marking is in accordance with the standardisation system operated by the British and International Federation of Festivals

**DEVELOPING (65-69)** A performance demonstrating an awareness of technical skills, requiring more consistency & artistry.

**PROGRESSING (70-74)** A performance showing development of technique and/or communication and commitment.

**MERIT (75-79)** A competent performance, showing some artistic awareness and/or technical ability.

**COMMENDED (80-84)** A convincing performance technically & artistically, with increasing stylistic & communication skills.

**HONOURS (85-89)** An excellent performance, demonstrating fluent technical and artistic skills with emerging individuality.

**OUTSTANDING (90-94)** An impressive performance technically and artistically, displaying spontaneity & clear individuality.

**EXCEPTIONAL (95+)** A superlative performance, displaying exceptional artistic individuality.

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 standard of Commended 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.

**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 on the same instrument in each section. They should not have taken 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:** The Festival encourages the use of Accompanists for music classes (you may book the Festival Accompanists for a charge at the time of booking class entries, or bring your own Accompanist with you), but backing tracks are permitted. Performers must supply their own equipment and are responsible for setting it up within the performance time limit allowed. An additional fee is payable at point of entry.

15 AWARDS: Trophies must be returned as directed by the Trophy Co-ordinator, by the due date and in an acceptable state (cleaned and polished). Failure to do so will render the trophy holder ineligible to receive any subsequent trophies they may win, and may lead to festival entries being declined without refund.

If a trophy is lost or damaged, a suitable replacement (to be approved by Tunbridge Wells Arts Festival prior to purchase) must be provided, at the Award Winner's expense. Failure to comply will result in disqualification from future festivals.

16 TEACHER ENTRIES: Teachers entering on behalf of their pupils must include contact details for the performer (email address & phone number) at the point of entry in addition to the teacher's own details. Groups of 5 or more performers are excluded from this requirement.

It is the responsibility of the teacher to pass on all information received as the entrant in a timely manner.

17 SUITABILITY OF MATERIAL: 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. The Session President's decision shall be final.

# SPEECH & DRAMA Syllabus

## Adjudicator

Katrina Mulvihill RBTC(Hons QTS), LRAM, AGSM, ALAM, IPA

Katrina studied at The Rose Bruford College of Speech and Drama and feels privileged to have been part of the unique three year Actor/Teacher Course. Having Graduated with Honours, she won a Scholarship to The Guildhall School of Music and Drama and went on to study Opera, Musical Theatre, Acting and Piano for a further two years. Katrina, as professional Soloist and Principle, has appeared at many prestigious venues over the years performing in Plays, Operas, Recitals and Concerts at The Drury Lane Theatre, The Shaw Theatre, Sadler's Wells, The Purcell Room and the QEH.

Katrina is an experienced Director, as well as performer, and has enjoyed producing plays, concerts and shows with adults through to young children in a variety of styles ranging from Pantomime and Gilbert and Sullivan's Light Operettas through to Shakespeare and Grand Opera.

A longstanding member of LAMDA's Examining Board, for over 30 years, she has also regularly lectured and given Master classes for LAMDA and other multiple agencies in Mime, Improvisation, Acting, Voice Production and Musical Theatre to name but a few.

Katrina, until recently, served as a Headteacher for over 30 years across the State, Private and Independent sectors. She recently took early retirement to focus on and develop her private Communications, Speech and Drama School, Studio 'K', which she co-runs with her (fellow thespian) husband, Stefan. She has also increased her work and commitment as both a LAMDA Examiner and BIFF adjudicator.

# SPEECH

| Class   | Age               | Time         | Fee   |
|---|-------------------|--------------|-------|
| <b>001 Verse Speaking up to Year 2</b><br>Award: Mini Speech & Drama Cup to the highest mark in all Speech & Drama Year 2 & under classes<br>Own Choice of one poem to be recited from memory.<br>Choreographed gestures are not permitted in Verse Speaking classes.<br>Occasional spontaneous movements are acceptable. | Year 2 and under  | Up to 2 mins | £7.50 |
| <b>002 Verse Speaking Year 3-4</b><br>Award: Verse Speaking Year 3-4 Cup<br>Own Choice of one poem to be recited from memory.<br>Choreographed gestures are not permitted in Verse Speaking classes.<br>Occasional spontaneous movements are acceptable.  | Year 3 to Year 4  | Up to 2 mins | £7.50 |
| <b>003 Verse Speaking Year 5-6</b><br>Award: Verse Speaking Year 5-6 Cup<br>Own Choice of one poem to be recited from memory.<br>Choreographed gestures are not permitted in Verse Speaking classes.<br>Occasional spontaneous movements are acceptable.  | Year 5 to Year 6  | Up to 3 mins | £8.00 |
| <b>004 Senior Verse Speaking</b><br>Award: Senior Verse Speaking Cup<br>Own Choice of one poem to be recited from memory.<br>Choreographed gestures are not permitted in Verse Speaking classes.<br>Occasional spontaneous movements are acceptable.  | Year 7 to Year 13 | Up to 4 mins | £8.50 |
| <b>005 Prose Reading up to Year 2</b><br>Award: Mini Speech & Drama Cup to the highest mark in all Speech & Drama Year 2 & under classes<br>Own Choice of one passage from any work of fiction to be read, not memorised.   | Year 2 and under  | Up to 2 mins | £7.50 |
| <b>006 Prose Reading Year 3-4</b><br>Award: Prose Reading Year 3-4 Cup<br>Own Choice of one passage from any work of fiction to be read, not memorised.   | Year 3 to Year 4  | Up to 2 mins | £7.50 |
| <b>007 Prose Reading Year 5-6</b><br>Award: Prose Reading Year 5-6 Cup<br>Own Choice of one passage from any work of fiction to be read, not memorised.   | Year 5 to Year 6  | Up to 3 mins | £8.00 |
| <b>008 Senior Prose Reading</b><br>Award: Senior Prose Reading Cup<br>Own Choice of one passage from any work of fiction to be read, not memorised.   | Year 7 to Year 13 | Up to 4 mins | £8.50 |

| Class   | Age | Time         | Fee   |
|---|-----|--------------|-------|
| <b>009 Non-Competitive Speech (any age)</b><br>Own Choice of one poem to be recited from memory OR Own Choice of one passage from any work of fiction to be read, not memorised.<br>Performers will receive a verbal and written adjudication but no mark.<br>Choreographed gestures are not permitted in Verse Speaking classes.<br>Occasional spontaneous movements are acceptable. | Any | Up to 3 mins | £8.00 |

## 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).

| Class   | Age              | Time         | Fee                 |
|---|------------------|--------------|---------------------|
| <b>010 Dramatic Solo up to Year 2</b><br>Award: Mini Speech & Drama Cup to the highest mark in all Speech & Drama Year 2 & under classes<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes | Year 2 and under | Up to 2 mins | £7.50               |
| <b>011 Dramatic Solo Year 3-4</b><br>Award: Dramatic Solo Year 3-4 Cup<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes   | Year 3 to Year 4 | Up to 2 mins | £7.50               |
| <b>012 Dramatic Solo Year 5</b><br>Award: Dramatic Solo Year 5-6 Cup to the highest mark in classes 12-13<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.                               | Year 5 only      | Up to 3 mins | £8.00               |
| <b>013 Dramatic Solo Year 6</b><br>Award: Dramatic Solo Year 5-6 Cup to the highest mark in classes 12-13<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.                               | Year 6 only      | Up to 3 mins | £8.00               |
| <b>014 Junior Dramatic Duo or Trio</b><br>Award: Junior Dramatic Duo or Trio Cup<br>Own Choice duo or trio from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.<br>Group of 2 to 3 people                  | Year 6 and under | Up to 3 mins | £12.00 per duo/trio |
| <b>015 Dramatic Solo Year 7</b><br>Award: Dramatic Solo Year 7-8 Cup to the highest mark in classes 15-16<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.                               | Year 7 only      | Up to 4 mins | £8.50               |

| Class   | Age                | Time         | Fee  |
|---|--------------------|--------------|--|
| <b>016 Dramatic Solo Year 8</b><br>Award: Dramatic Solo Year 7-8 Cup to the highest mark in classes 15-16<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.   | Year 8 only        | Up to 4 mins | £8.50  |
| <b>017 Dramatic Solo Year 9-10</b><br>Award: Under 16 Cup for Dramatic Solo<br>Own Choice from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.   | Year 9 to Year 10  | Up to 4 mins | £8.50  |
| <b>018 Intermediate Dramatic Duo or Trio</b><br>Award: Under 17 Cup for Intermediate Dramatic Duo or Trio<br>Own Choice duo or trio from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.<br>Group of 2 to 3 people   | Year 7 to Year 9   | Up to 4 mins | £12.00 per duo/trio                          |
| <b>019 Shakespeare Solo</b><br>Award: Marlborough House School Shakespeare Cup<br>Own Choice from any play by Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.   | Year 7 to Year 13  | Up to 4 mins | £8.50  |
| <b>020 Senior Dramatic Solo, Duo or Trio</b><br>Award: Under 19 Cup for Dramatic Recital<br>Own Choice solo, duo or trio from any play excluding Shakespeare. A short introduction should be given (not included in the time limit).<br>Props may be used but no costumes.<br>NOTE: Each performer may enter individually OR you may make a single entry as an ensemble using the "Create Ensemble" option.<br>Solo or Group of 2 to 3 people                           | Year 10 to Year 13 | Up to 4 mins | Solo: £8.50<br>Duo/Trio: £17.00 per duo/trio |
| <b>021 Non-Competitive Drama (any age)</b><br>Own Choice solo, duo or trio from any play including Shakespeare. A short introduction should be given (not included in the time limit).<br>Non-competitive performers will receive an adjudication but no mark.<br>Props may be used but no costumes.<br>NOTE: Each performer may enter individually OR you may make a single entry as an ensemble using the "Create Ensemble" option.<br>Solo or Group of 2 to 3 people | Any                | Up to 3 mins | Solo: £8.00<br>Duo/Trio: £16.00 per duo/trio |

## SPEECH & DRAMA VERSATILITY

| Class  | Age               | Time          | Fee    |
|--|-------------------|---------------|--------|
| <p><b>022 Speech &amp; Drama Versatility</b></p> <p>Award: Speech &amp; Drama Versatility Cup</p> <p>A varied programme comprising own choice of ONE of the following:</p> <ul style="list-style-type: none"> <li>- a poem to be recited from memory</li> <li>- an original poem to be recited from memory</li> <li>- a reading of one passage from any work of fiction, to be read not memorised</li> </ul> <p>PLUS</p> <ul style="list-style-type: none"> <li>- a dramatic solo from any play including Shakespeare. Props may be used but no costumes.</li> </ul> <p>NOTE: No items may be repeated in any other class.</p> | Year 13 and under | Up to 10 mins | £13.00 |

## POETRY COMPOSITION

| Class   | Age               | Time         | Fee   |
|---|-------------------|--------------|-------|
| <p><b>023 Poetry Composition</b></p> <p>Award: Chairman's Cup for Composition to the highest mark in Poetry Composition &amp; Musical Composition classes</p> <p>One original poem to be recited from memory. A short introduction is encouraged (not included in the time limit).</p> <p>Compositions must be sent to the Chair by 22nd February 2026.</p> | Year 13 and under | Up to 4 mins | £8.50 |
| <p><b>024 Non-Competitive Poetry Composition (any age)</b></p> <p>One original poem to be recited from memory. A short introduction is encouraged (not included in the time limit). Non-competitive performers will receive an adjudication but no mark.</p> <p>Compositions must be sent to the Chair by 22nd February 2026.</p>                           | Any               | Up to 4 mins | £8.50 |

# PIANO Syllabus

## Adjudicator

### Belinda Mikhail BMus(Hons), PgDipRCM, ARCM, EMT

Belinda Mikhaïl won the Associated Board and the Queen Mother Scholarships to study piano and singing as a joint first study at the Royal College of Music where she won the Hopkinson Gold Medal for her final recital. She has since travelled extensively performing both as a soloist and as a chamber musician and has appeared as a concerto soloist at the major London Concert Halls.

She has made numerous recordings for Sony BMG and Universal and is a vocal soloist on EMI's Vocalise album as used in trailers for ER, Lost and Grey's Anatomy. She appears as the featured soloist on many film soundtracks and her solo piano playing of the theme from Chariots of Fire was heard at every medal ceremony at the London Olympic Games.

Belinda is in demand as a Vocal Coach for classical, musical theatre, jazz, pop and rock singers and runs an extensive private and online teaching practice in Buckinghamshire. She has trained performers as diverse as Simone Ashley from Bridgerton, Siouxsie Sioux the rock legend and the Oscar-winning actress Juliette Binoche. She is also known in the industry as a Voice Over artist.

Belinda's work has seen her travel extensively, most recently enjoying work in Glasgow, Isle of Man, Gibraltar and Thailand adjudicating at their annual music festivals. She thoroughly enjoys listening to a wide variety of music and meeting a wealth of musicians as she travels in her role as a British and International Federation adjudicator.

## GRADED SOLOS

| Class  | Age               | Time         | Fee   |
|--|-------------------|--------------|-------|
| <p><b>100 Piano Solo Beginners Year 3 &amp; under</b></p> <p>Award: Piano Beginners Cup to the highest mark in Beginner Piano classes</p> <p>Own choice of one or two very easy pieces. These classes are intended for true beginners and the standard of the piece(s) chosen should reflect this. Any player presenting work judged to be above Initial Grade level in complexity will receive an adjudication but no mark.</p> | Year 3 and under  | Up to 2 mins | £7.50 |
| <p><b>101 Piano Solo Beginners Year 4-6</b></p> <p>Award: Piano Beginners Cup to the highest mark in Beginner Piano classes</p> <p>Own choice of one or two very easy pieces. These classes are intended for true beginners and the standard of the piece(s) chosen should reflect this. Any player presenting work judged to be above Initial Grade level in complexity will receive an adjudication but no mark.</p>           | Year 4 to Year 6  | Up to 2 mins | £7.50 |
| <p><b>102 Piano Solo Initial Grade</b></p> <p>Award: Piano Initial Grade Cup</p> <p>Own choice of ONE examination piece from a CURRENT Initial Grade syllabus of any recognised board. Performers should not have passed Grade 1 by the time of the festival.</p>  | Year 13 and under | Up to 2 mins | £7.50 |
| <p><b>103 Piano Solo Grade 1</b></p> <p>Award: Piano Grade 1 Cup</p> <p>Own choice of ONE examination piece from a CURRENT Grade 1 syllabus of any recognised board. Performers should not have passed Grade 2 by the time of the festival.</p>  | Year 13 and under | Up to 2 mins | £7.50 |
| <p><b>104 Piano Solo Grade 2</b></p> <p>Award: Piano Grade 2 Cup</p> <p>Own choice of ONE examination piece from a CURRENT Grade 2 syllabus of any recognised board. Performers should not have passed Grade 3 by the time of the festival.</p>  | Year 13 and under | Up to 2 mins | £7.50 |
| <p><b>105 Piano Solo Grade 3</b></p> <p>Award: S Groves Cup</p> <p>Own choice of ONE examination piece from a CURRENT Grade 3 syllabus of any recognised board. Performers should not have passed Grade 4 by the time of the festival.</p>   | Year 13 and under | Up to 3 mins | £8.00 |
| <p><b>106 Piano Solo Grades 4 &amp; 5</b></p> <p>Award: Piano Grades 4 &amp; 5 Cup</p> <p>Own choice of ONE examination piece from a CURRENT Grade 4 or 5 syllabus of any recognised board. Performers should not have passed Grades 5 or 6 respectively by the time of the festival.</p>  | Year 13 and under | Up to 4 mins | £8.50 |

| Class   | Age               | Time          | Fee    |
|---|-------------------|---------------|--------|
| <b>107 Piano Solo Grades 6 &amp; 7</b><br>Award: Robert Morley Cup<br>Own choice of ONE examination piece from a CURRENT Grade 6 or 7 syllabus of any recognised board. Performers should not have passed Grades 7 or 8 respectively by the time of the festival.                                 | Year 13 and under | Up to 5 mins  | £9.00  |
| <b>108 Advanced Piano Performance</b><br>Award: Advanced Piano Performance Cup<br>Own choice of one or more items from the same work e.g. movements from a sonata or dances from a suite.<br>A minimum standard of approximately Grade 8 is expected. Grade 8 examination music may be performed. | Year 13 and under | Up to 10 mins | £13.00 |

## AGE GROUP SOLOS

| Class   | Age                | Time         | Fee   |
|---|--------------------|--------------|-------|
| <b>109 Piano Solo Year 2 &amp; under</b><br>Award: Mini Musician Cup to the highest mark in all Year 2 & under classes<br>Own choice of one or two pieces.  | Year 2 and under   | Up to 2 mins | £7.50 |
| <b>110 Piano Solo Year 3</b><br>Award: Miss Philippa Sutton Cup<br>Own choice of ONE piece at any grade/level.  | Year 3 only        | Up to 2 mins | £7.50 |
| <b>111 Piano Solo Year 4</b><br>Award: Piano Solo Year 4 Cup<br>Own choice of ONE piece at any grade/level.   | Year 4 only        | Up to 3 mins | £8.00 |
| <b>112 Piano Solo Year 5</b><br>Award: Music Cup for Piano Solo Year 5<br>Own choice of ONE piece at any grade/level.   | Year 5 only        | Up to 4 mins | £8.50 |
| <b>113 Piano Solo Year 6</b><br>Award: Frank Benson Memorial Cup<br>Own choice of ONE piece at any grade/level.   | Year 6 only        | Up to 4 mins | £8.50 |
| <b>114 Non-Competitive Piano Solo Year 6 &amp; under</b><br>Own choice of up to two pieces at any grade/level. Non-competitive performers will receive an adjudication but no mark.   | Year 6 and under   | Up to 3 mins | £8.00 |
| <b>115 Intermediate Piano Solo</b><br>Award: Under 17 Cup for Intermediate Piano Solo<br>Own choice of ONE piece at any grade/level.  | Year 7 to Year 9   | Up to 5 mins | £9.00 |
| <b>116 Senior Piano Solo</b><br>Award: Miss Dupont Cup to the highest mark in Senior Solo classes<br>Own choice of ONE piece at any grade/level.<br>The class will be adjudicated together with the Senior Solo classes in the Strings and Woodwind/Brass Sections. | Year 10 to Year 13 | Up to 6 mins | £9.50 |

| Class   | Age               | Time         | Fee   |
|---|-------------------|--------------|-------|
| <p><b>118 Bach Piano Solo</b></p> <p>Award: Bach Cup to highest mark in all Bach classes</p> <p>Own choice of one or more items from any single composition by J.S.Bach.</p> <p>The class will be adjudicated together with the Bach Solo classes in the Strings and Woodwind/Brass Sections.</p> | Year 13 and under | Up to 6 mins | £9.50 |

## RECITALS

| Class   | Age                | Time          | Fee    |
|---|--------------------|---------------|--------|
| <p><b>119 Junior Recital</b></p> <p>Award: Junior Instrumental Recital Cup to the highest mark in Junior Recital classes</p> <p>Own choice of two to four pieces of contrasting styles and periods performed on piano.</p> <p>A minimum standard of Grade 3 is expected.</p> <p>The class will be adjudicated together with the Junior Recital classes in the Strings and Woodwind/Brass Sections.</p> <p>NOTE: No item may be repeated in any other class.</p>                       | Year 6 and under   | Up to 8 mins  | £10.50 |
| <p><b>120 Intermediate Recital</b></p> <p>Award: King Charles School Millennium Cup to the highest mark in Intermediate Recital classes</p> <p>Own choice of two to four pieces of contrasting styles and periods performed on piano.</p> <p>A minimum standard of Grade 5 is expected.</p> <p>The class will be adjudicated together with the Intermediate Recital classes in the Strings and Woodwind/Brass Sections.</p> <p>NOTE: No items may be repeated in any other class.</p> | Year 7 to Year 9   | Up to 12 mins | £15.00 |
| <p><b>121 Senior Recital</b></p> <p>Award: Challenge Cup to the highest mark in Senior Recital classes</p> <p>Own choice of two to four pieces of contrasting styles and periods performed on piano.</p> <p>A minimum standard of Grade 7 is expected.</p> <p>The class will be adjudicated together with the Senior Recital classes in the Strings and Woodwind/Brass Sections.</p> <p>NOTE: No items may be repeated in any other class.</p>  | Year 10 to Year 13 | Up to 15 mins | £20.00 |

| Class  | Age              | Time          | Fee                          |
|--|------------------|---------------|------------------------------|
| <p><b>123 Junior Versatility (piano plus another instrument/voice).</b></p> <p>Award: Junior Versatility Cup to the highest mark in Junior Versatility classes</p> <p>Own choice of two or more pieces of contrasting styles and periods, each piece to be played on a different instrument, which may include voice.</p> <p>This class is intended for performers whose main study is piano. A minimum standard of Grade 2 piano is expected. There is no minimum standard for other instruments/voice.</p> <p>NOTE: No items may be repeated in any other class.</p> <p>The class will be adjudicated together with the Junior Versatility classes in the Strings, Woodwind/Brass and Vocal Sections.</p>              | Year 6 and under | Up to 8 mins  | £10.50<br>Accompanist £10.50 |
| <p><b>124 Intermediate Versatility (piano plus another instrument/voice)</b></p> <p>Award: Vaughan Fowler Cup to the highest mark in Intermediate Versatility classes</p> <p>Own choice of two or more pieces of contrasting styles and periods, each piece to be played on a different instrument, which may include voice.</p> <p>This class is intended for performers whose main study is piano. A minimum standard of Grade 3 piano is expected. There is no minimum standard for other instruments/voice.</p> <p>NOTE: No items may be repeated in any other class.</p> <p>The class will be adjudicated together with the Intermediate Versatility classes in the Strings, Woodwind/Brass and Vocal Sections.</p> | Year 7 to Year 9 | Up to 12 mins | £15.00<br>Accompanist £15.00 |

## ENSEMBLES

| Class  | Age               | Time         | Fee                 |
|--|-------------------|--------------|---------------------|
| <p><b>127 Piano Duet or Trio</b></p> <p>Award: Piano Duet or Trio Cup</p> <p>Own choice of one or two pieces for two or three performers seated at one piano.</p> <p>Group of 2 to 3 people</p>  | Year 13 and under | Up to 3 mins | £12.00 per duo/trio |
| <p><b>128 Novice Piano Duet with Teacher Year 3 &amp; under</b></p> <p>Award: Novice Piano Duet with Teacher Year 3 &amp; under Cup</p> <p>Own choice of one or two duets. Performer plays the Primo part and only they are adjudicated.</p> <p>Novice classes are intended for those with limited or no previous experience of festivals who have not yet reached a playing standard of Grade 1. Grade 1 examination duets should not be performed. Initial Grade examination duets may be performed.</p> | Year 3 and under  | Up to 2 mins | £7.50               |

| Class  | Age               | Time         | Fee                                    |
|--|-------------------|--------------|--|
| <p><b>129 Novice Piano Duet with Teacher Year 4-6</b></p> <p>Award: Mumford Cup</p> <p>Own choice of one or two duets. Performer plays the Primo part and only they are adjudicated.</p> <p>Novice classes are intended for those with limited or no previous experience of festivals who have not yet reached a playing standard of Grade 1. Grade 1 examination duets should not be performed. Initial Grade examination duets may be performed.</p>   | Year 4 to Year 6  | Up to 2 mins | £7.50                                  |
| <p><b>130 Piano Duet with Teacher Grade 1</b></p> <p>Award: Grade 1 Piano Duet with Teacher Cup</p> <p>Own choice of one or two duets. Performer plays the Primo part and only they are adjudicated.</p> <p>Performers should not have passed Grade 2 by the time of the festival.</p>   | Year 13 and under | Up to 2 mins | £7.50                                  |
| <p><b>131 Piano Duet with Teacher Grade 2-3</b></p> <p>Award: Rene Barstow Trophy to the highest mark in Piano Duet with Teacher Grades 2-3 and 4-5</p> <p>Own choice of one or two duets. Performer plays the Primo part and only they are adjudicated.</p> <p>Performers should not have passed Grade 4 by the time of the festival.</p>   | Year 13 and under | Up to 3 mins | £8.00                                  |
| <p><b>132 Piano Duet with Teacher Grade 4-5</b></p> <p>Award: Rene Barstow Trophy to the highest mark in Piano Duet with Teacher Grades 2-3 and 4-5</p> <p>Own choice of one or two duets. Performer plays the Primo part and only they are adjudicated.</p> <p>Performers should not have passed Grade 6 by the time of the festival.</p>   | Year 13 and under | Up to 5 mins | £9.00                                  |
| <p><b>134 Family Ensemble (a GROUP performance including piano)</b></p> <p>Award: Family Ensemble Cup to the highest mark in Family Ensemble classes</p> <p>Own choice of one or two pieces for piano, with or without other instruments and/or voices. To be performed without conductor. All performers must be related. The class may be split into Elementary, Intermediate and Advanced according to entries.</p> <p>The class will be adjudicated together with Family Ensemble classes in the Strings, Woodwind/Brass and Vocal Sections.</p> <p>Group of 2 to 6 people</p> | Any               | Up to 5 mins | £12.00 per group                       |
| <p><b>136 Junior Band (including percussion)</b></p> <p>Award: Bands Cup to the highest mark in Junior &amp; Senior Bands classes</p> <p>Own choice of one or two pieces for percussion, with or without other instruments and/or voices.</p> <p>May be performed with conductor and/or piano accompaniment.</p> <p>Group of 8 to 25 people</p>  | Year 8 and under  | Up to 6 mins | £22.00 per group<br>Accompanist £10.00 |

# STRINGS (BOWED & PLUCKED) Syllabus

## Adjudicator

### Tim Wells

Since graduating from Oxford University, Tim Wells' career has been strongly rooted in music education. He was awarded an honorary associateship of the Royal Academy of Music for services in this sector. In addition to holding Head of Strings posts at Eltham College and Bromley Youth Music Trust, he has taught at Dulwich Prep London and Roedean School. He has published internationally best-selling repertoire books commissioned by the Associated Board of the Royal Schools of Music (ABRSM) and examines on both their graded and diploma panels.

Uniquely, students under his tutelage on their respective instruments have been awarded coveted places in the National Youth Orchestra of Great Britain on every instrument in the string family, rising to positions of section principal and co-principal.

## GRADED SOLOS

| Class   | Age               | Time          | Fee                          |
|---|-------------------|---------------|------------------------------|
| <b>200 Strings Solo Beginners</b><br>Award: Saltron Willett Cup<br>Own choice of one or two pieces for performers who have not yet reached Grade 1 standard. Grade 1 examination music should not be performed, but Initial Grade pieces may be performed if wished.                                  | Year 13 and under | Up to 2 mins  | £7.50<br>Accompanist £7.50   |
| <b>201 Strings Solo Grade 1</b><br>Award: Strings Grade 1 Cup<br>Own choice of ONE examination piece from a CURRENT Grade 1 syllabus of any recognised board. Performers should not have passed Grade 2 by the time of the festival.  | Year 13 and under | Up to 2 mins  | £7.50<br>Accompanist £7.50   |
| <b>202 Strings Solo Grades 2 &amp; 3</b><br>Award: Rupert Sutton Cup<br>Own choice of ONE examination piece from a CURRENT Grade 2 or 3 syllabus of any recognised board. Performers should not have passed Grades 3 or 4 respectively by the time of the festival.                                   | Year 13 and under | Up to 3 mins  | £8.00<br>Accompanist £8.00   |
| <b>203 Strings Solo Grades 4 &amp; 5</b><br>Award: Springwater Trophy<br>Own choice of ONE examination piece from a CURRENT Grade 4 or 5 syllabus of any recognised board. Performers should not have passed Grades 5 or 6 respectively by the time of the festival.                                  | Year 13 and under | Up to 4 mins  | £8.50<br>Accompanist £8.50   |
| <b>204 Strings Solo Grades 6 &amp; 7</b><br>Award: Jenner Cup<br>Own choice of ONE examination piece from a CURRENT Grade 6 or 7 syllabus of any recognised board. Performers should not have passed Grades 7 or 8 respectively by the time of the festival.  | Year 13 and under | Up to 5 mins  | £9.00<br>Accompanist £9.00   |
| <b>205 Advanced Strings Performance</b><br>Award: Advanced Strings Performance Cup<br>Own choice of one or more items from the same work e.g. movements from a sonata or dances from a suite.<br>A minimum standard of approximately Grade 8 is expected. Grade 8 examination music may be performed. | Year 13 and under | Up to 10 mins | £13.00<br>Accompanist £13.00 |

## AGE GROUP SOLOS

| Class  | Age              | Time         | Fee                        |
|--|------------------|--------------|----------------------------|
| <b>206 Strings Solo Year 2 &amp; under</b><br>Award: Mini Musician Cup to highest mark in all Year 2 & under classes<br>Own choice of one or two pieces. | Year 2 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>207 Strings Solo Year 3-4</b><br>Award: Strings Solo Year 3-4 Cup<br>Own choice of ONE piece at any grade/level.                                      | Year 3 to Year 4 | Up to 3 mins | £8.00<br>Accompanist £8.00 |

| Class  | Age                | Time         | Fee                        |
|--|--------------------|--------------|----------------------------|
| <b>208 Strings Solo Year 5-6</b><br>Award: F Wilson Cup<br>Own choice of ONE piece at any grade/level.   | Year 5 to Year 6   | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>209 Non-Competitive Strings Solo Year 6 &amp; under</b><br>Own choice of up to two pieces at any grade/level. Non-competitive performers will receive an adjudication but no mark.<br>Solo or Group of 2 people   | Year 6 and under   | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>210 Intermediate Strings Solo</b><br>Award: Under 17 Cup for Intermediate Strings Solo<br>Own choice of ONE piece at any grade/level.   | Year 7 to Year 9   | Up to 5 mins | £9.00<br>Accompanist £9.00 |
| <b>211 Senior Strings Solo</b><br>Award: Miss Dupont Cup to the highest mark in Senior Solo classes<br>Own choice of ONE piece at any grade/level performed on a stringed instrument.<br>The class will be adjudicated together with the Piano and Woodwind/Brass Senior Solo classes.           | Year 10 to Year 13 | Up to 6 mins | £9.50<br>Accompanist £9.50 |
| <b>213 Bach Strings Solo</b><br>Award: Bach Cup for Instrumental Solo to highest mark in all Bach classes<br>Own choice of one or more items from any single composition by J.S.Bach.<br>The class will be adjudicated together with the Bach Piano Solo and Bach Woodwind & Brass Solo classes. | Year 13 and under  | Up to 6 mins | £9.50<br>Accompanist £9.50 |

## RECITALS

| Class   | Age              | Time         | Fee                          |
|---|------------------|--------------|------------------------------|
| <b>214 Junior Recital</b><br>Award: Junior Instrumental Recital Cup to the highest mark in Junior Recital classes<br>Own choice of two to four pieces of contrasting styles and periods performed on a string instrument.<br>A minimum standard of Grade 3 is expected.<br>NOTE: No items may be repeated in any other class.<br>The class will be adjudicated together with the Junior Recital classes in the Piano and Woodwind/Brass Sections. | Year 6 and under | Up to 8 mins | £10.50<br>Accompanist £10.50 |

| Class  | Age                | Time          | Fee                          |
|--|--------------------|---------------|------------------------------|
| <p><b>216 Senior Recital</b></p> <p>Award: Challenge Cup to the highest mark in Senior Recital classes</p> <p>Own choice of two to four pieces of contrasting styles and periods performed on a string instrument.</p> <p>A minimum standard of Grade 7 is expected.</p> <p>NOTE: No items may be repeated in any other class.</p> <p>The class will be adjudicated together with the Senior Recital classes in the Piano and Woodwind/Brass Sections.</p> | Year 10 to Year 13 | Up to 15 mins | £20.00<br>Accompanist £20.00 |

## ENSEMBLES

| Class   | Age               | Time         | Fee                                   |
|---|-------------------|--------------|---------------------------------------|
| <p><b>222 Strings Duet with Teacher</b></p> <p>Award: Instrumental Duet with Teacher to highest mark in instrumental Duet with Teacher classes</p> <p>Own choice of one or two duets.</p> <p>Only the Performer is adjudicated. The teacher may play any string instrument.</p>   | Year 11 and under | Up to 4 mins | £8.50                                 |
| <p><b>223 Strings Duet</b></p> <p>Award: Ruth Tyson Memorial Award to the highest mark in Strings Duets, Trios &amp; Quartets</p> <p>Own choice of one or two pieces for two performers.</p> <p>Any combination of strings with optional piano accompaniment. Piano Trio music is not suitable for this class; please enter as a Mixed Ensemble.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 2 people</p>                           | Year 13 and under | Up to 3 mins | £12.00 per duo<br>Accompanist £8.00   |
| <p><b>224 Strings Trio or Quartet</b></p> <p>Award: Ruth Tyson Memorial Award to the highest mark in Strings Duets, Trios &amp; Quartets</p> <p>Own choice of one or two pieces for three or four performers.</p> <p>Any combination of strings with optional piano accompaniment. Piano Trio music is not suitable for this class; please enter as a Mixed Ensemble.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 3 to 4 people</p> | Year 13 and under | Up to 3 mins | £15.00 per group<br>Accompanist £8.00 |

| Class  | Age               | Time         | Fee                                    |
|--|-------------------|--------------|--|
| <p><b>225 Strings Ensemble for 5-10 players</b></p> <p>Award: David Maitland Award</p> <p>Own choice of one or two pieces for any combination of strings with optional piano accompaniment and/or conductor.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 5 to 10 people</p>  | Year 13 and under | Up to 5 mins | £20.00 per group<br>Accompanist £10.00 |
| <p><b>227 Family Ensemble (a GROUP performance including strings)</b></p> <p>Award: Family Ensemble Cup to the highest mark in Family Ensemble classes</p> <p>Own choice of one or two pieces for strings, with or without other instruments and/or voices, up to a maximum of 6 performers.</p> <p>To be performed without conductor.</p> <p>All performers must be related.</p> <p>The class may be split into Elementary, Intermediate and Advanced according to entries.</p> <p>Group of 2 to 6 people</p> | Any               | Up to 5 mins | £12.00 per group                       |

# WOODWIND & BRASS Syllabus

## Adjudicator

### Nicholas Garman BA Hons PGCE QTS LLCM

Nicholas' passion for music making and teaching is fuelled by his own early musical experiences, starting with his first cornet lesson, aged 6. Since then, he has performed with orchestras and ensembles across the world, has taught students to a high level (several of whom are enjoying their own careers as professional musicians and academics) and as a conductor, has led ensembles throughout the UK to critical acclaim. He enjoys working with both amateurs and professionals alike.

Nicholas is the Secretary of the Association of Brass Band Adjudicators and has adjudicated both nationally and internationally. Since 2016, he has examined music, speech and drama, theory and conducting for the London College of Music and travels globally in this role, which as well as examining, includes the training of new examiners and the writing of new syllabuses.

Away from his professional life, Nicholas enjoys sports, reading, travel and the occasional pub quiz!

# Awards

In addition to the class awards below, the highest mark gained by a recorder player in Year 8 or below will receive the A.T. Goulden-Robert Stace Cup for Junior Recorder Solo.

## GRADED SOLOS

| Class  | Age               | Time         | Fee                        |
|--|-------------------|--------------|----------------------------|
| <b>300 Woodwind &amp; Brass Solo Beginners</b><br>Award: Woodwind & Brass Beginners Cup<br>Own choice of one or two pieces for performers who have not yet reached Grade 1 standard. Grade 1 examination music should not be performed, but Initial Grade pieces may be performed if wished. | Year 13 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>301 Woodwind &amp; Brass Solo Grade 1</b><br>Award: Woodwind & Brass Grade 1 Cup<br>Own choice of ONE examination piece from a CURRENT Grade 1 syllabus of any recognised board. Performers should not have passed Grade 2 by the time of the festival.                                   | Year 13 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>302 Woodwind &amp; Brass Solo Grades 2 &amp; 3</b><br>Award: Penn Cup<br>Own choice of ONE examination piece from a CURRENT Grade 2 or 3 syllabus of any recognised board. Performers should not have passed Grades 3 or 4 respectively by the time of the festival.                      | Year 13 and under | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>303 Woodwind &amp; Brass Solo Grades 4 &amp; 5</b><br>Award: Paul Golmick Cup<br>Own choice of ONE examination piece from a CURRENT Grade 4 or 5 syllabus of any recognised board. Performers should not have passed Grades 5 or 6 respectively by the time of the festival.              | Year 13 and under | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>304 Woodwind &amp; Brass Solo Grades 6 &amp; 7</b><br>Award: A T Robert Goulden-Stace Cup<br>Own choice of ONE examination piece from a CURRENT Grade 6 or 7 syllabus of any recognised board. Performers should not have passed Grades 7 or 8 respectively by the time of the festival.  | Year 13 and under | Up to 5 mins | £9.00<br>Accompanist £9.00 |

## AGE GROUP SOLOS

| Class   | Age              | Time         | Fee                        |
|---|------------------|--------------|----------------------------|
| <b>306 Woodwind &amp; Brass Solo Year 2 &amp; under</b><br>Award: Mini Musician Cup to highest mark in all Year 2 & under classes<br>Own choice of one or two pieces. | Year 2 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>307 Woodwind &amp; Brass Solo Year 3-4</b><br>Award: Woodwind & Brass Solo Year 3-4 Cup<br>Own choice of ONE piece at any grade/level.                             | Year 3 to Year 4 | Up to 3 mins | £8.00<br>Accompanist £8.00 |

| Class   | Age                | Time         | Fee                        |
|---|--------------------|--------------|----------------------------|
| <b>308 Woodwind &amp; Brass Solo Year 5-6</b><br>Award: Under 13 Cup for Woodwind or Brass Solo<br>Own choice of ONE piece at any grade/level.  | Year 5 to Year 6   | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>309 Non-Competitive Woodwind &amp; Brass Solo Year 6 &amp; under</b><br>Own choice of up to two pieces at any grade/level. Non-competitive performers will receive an adjudication but no mark.  | Year 6 and under   | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>310 Intermediate Woodwind &amp; Brass Solo</b><br>Award: Under 17 Cup for Intermediate Woodwind or Brass Solo<br>Own choice of ONE piece at any grade/level.   | Year 7 to Year 9   | Up to 5 mins | £9.00<br>Accompanist £9.00 |
| <b>311 Senior Woodwind/Brass Solo</b><br>Award: Miss Dupont Cup to the highest mark in Senior Solo classes<br>Own choice of ONE piece at any grade/level performed on a woodwind or brass instrument.<br>The class will be adjudicated together with the Piano and Strings Senior Solo classes. | Year 10 to Year 13 | Up to 6 mins | £9.50<br>Accompanist £9.50 |

## RECITALS

| Class  | Age                | Time          | Fee                          |
|--|--------------------|---------------|------------------------------|
| <b>316 Senior Recital</b><br>Award: Challenge Cup to the highest mark in Senior Recital classes<br>Own choice of two to four pieces of contrasting styles and periods performed on a woodwind or brass instrument.<br>A minimum standard of Grade 7 is expected.<br>NOTE: No items may be repeated in any other class.<br>The class will be adjudicated together with the Senior Recital classes in the Piano and Strings Sections.  | Year 10 to Year 13 | Up to 15 mins | £20.00<br>Accompanist £20.00 |
| <b>318 Junior Versatility (woodwind or brass solo plus another instrument/voice).</b><br>Award: Junior Musical Versatility Cup to the highest Junior Versatility mark<br>Own choice of two or more pieces of contrasting styles and periods, each piece to be played on a different instrument, which may include voice.<br>This class is intended for performers whose main study is woodwind or brass.<br>A minimum standard of Grade 2 woodwind or brass is expected. There is no minimum standard for other instruments/voice.<br>NOTE: No items may be repeated in any other class.<br>The class will be adjudicated together with the Junior Versatility classes in the Piano, Strings and Vocal Sections. | Year 6 and under   | Up to 8 mins  | £10.50<br>Accompanist £10.50 |

| Class   | Age              | Time          | Fee                          |
|---|------------------|---------------|------------------------------|
| <p><b>319 Intermediate Versatility (woodwind or brass solo plus another instrument/voice)</b></p> <p>Award: Vaughan Fowler Cup to the highest mark in Intermediate Versatility classes</p> <p>Own choice of two or more pieces of contrasting styles and periods, each piece to be played on a different instrument, which may include voice.</p> <p>This class is intended for performers whose main study is woodwind or brass.</p> <p>A minimum standard of Grade 3 woodwind or brass is expected. There is no minimum standard for other instruments/voice.</p> <p>NOTE: No items may be repeated in any other class.</p> <p>The class will be adjudicated together with the Intermediate Versatility classes in the Piano, Strings and Vocal Sections.</p> | Year 7 to Year 9 | Up to 12 mins | £15.00<br>Accompanist £15.00 |

## ENSEMBLES

| Class   | Age               | Time         | Fee                                   |
|---|-------------------|--------------|---------------------------------------|
| <p><b>323 Woodwind &amp; Brass Duet</b></p> <p>Award: A T Goulden Robert Stace Cup to the highest mark in Woodwind &amp; Brass Duets, Trios &amp; Quartets</p> <p>Own choice of one or two pieces for two performers.</p> <p>Any combination of woodwind and/or brass with optional piano accompaniment.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 2 people</p>                         | Year 13 and under | Up to 3 mins | £12.00 per duo<br>Accompanist £8.00   |
| <p><b>324 Woodwind and Brass Trio or Quartet</b></p> <p>Award: A T Goulden Robert Stace Cup to the highest mark in Woodwind &amp; Brass Duets, Trios &amp; Quartets</p> <p>Own choice of one or two pieces for three or four performers.</p> <p>Any combination of woodwind and/or brass with optional piano accompaniment.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 3 to 4 people</p> | Year 13 and under | Up to 3 mins | £15.00 per group<br>Accompanist £8.00 |

| Class  | Age               | Time         | Fee                                    |
|--|-------------------|--------------|--|
| <p><b>325 Woodwind &amp; Brass Ensemble for 5-10 players</b></p> <p>Award: Civic Challenge Bowl</p> <p>Own choice of one or two pieces for any combination of woodwind and/or brass with optional piano accompaniment and/or conductor.</p> <p>The class may be split into Elementary/Intermediate/Advanced depending on entries.</p> <p>Group of 5 to 10 people</p>   | Year 13 and under | Up to 5 mins | £20.00 per group<br>Accompanist £10.00 |
| <p><b>326 Junior Recorder Ensemble for 5-10 players</b></p> <p>Award: Sunlife Cup</p> <p>Own choice of one or two pieces for recorders with optional piano accompaniment and/or conductor.</p> <p>Group of 5 to 10 people</p>  | Year 8 and under  | Up to 5 mins | £20.00 per group<br>Accompanist £10.00 |
| <p><b>328 Family Ensemble (a GROUP performance including woodwind or brass)</b></p> <p>Award: Family Ensemble Cup to the highest mark in Family Ensemble classes</p> <p>Own choice of one or two pieces for woodwind or brass, with or without other instruments and/or voices, up to a maximum of 6 performers.</p> <p>To be performed without conductor.</p> <p>All performers must be related.</p> <p>The class may be split into Elementary, Intermediate and Advanced according to entries.</p> <p>Group of 2 to 6 people</p> | Any               | Up to 5 mins | £12.00 per group                       |

# VOCAL & CHORAL Syllabus

## Adjudicator

### Ben Costello MA, BMus, PgDip

Ben is a freelance musical director, adjudicator, singing coach and accompanist, working nationally and internationally, and is also Artistic Director of Thames Concerts. He is a generalist music adjudicator for the British and International Federation of Festivals, having joined in 2009. He is also a music examiner for LCME and a consultant on their musical theatre syllabi.

A specialist in musical theatre and vocal performance, Ben has been musical director for numerous productions across the UK, and a reflective product of this has been his continuing work as a musical director and singing teacher at the cutting edge of performing arts training in London, with his portfolio over the years including Arts Ed, Mountview Academy, Trinity Laban, Laine Theatre Arts, Italia Conti, Guildford School of Acting, the London Academy of Music and Dramatic Art, the Royal Academy of Music, Drama Studio London, and the London School of Musical Theatre. Countless of his former singing students enjoy successful careers in the West End and beyond. He also teaches singing at Kingston Grammar School and Tiffin Girls' School.

Born and based in London, Ben trained initially as a flautist before majoring in piano, singing and conducting. He read Music at Kingston University and the London College of Music, subsequently joining the College's teaching faculty as their first resident MD.

Ben is a Liveryman and on the Court of the Worshipful Company of Musicians. He chaired the Company's prestigious annual musical direction scholarship for eight years, and is presently Chairman of the Company's Jazz Committee. Outside music, Ben is a keen motorcyclist.

## GRADED SOLOS

| Class  | Age               | Time         | Fee                        |
|--|-------------------|--------------|----------------------------|
| <b>400 Vocal Solo Grade 1</b><br>Award: Vocal Grade 1 Cup<br>Own choice of ONE examination song from a CURRENT Grade 1 syllabus of any recognised board. Performers should not have passed Grade 2 by the time of the festival.                                    | Year 13 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>401 Vocal Solo Grades 2 &amp; 3</b><br>Award: Vocal Grade 2-3 Cup<br>Own choice of ONE examination song from a CURRENT Grade 2 or 3 syllabus of any recognised board. Performers should not have passed Grades 3 or 4 respectively by the time of the festival. | Year 13 and under | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>402 Vocal Solo Grades 4 &amp; 5</b><br>Award: Vocal Grade 4-5 Cup<br>Own choice of ONE examination song from a CURRENT Grade 4 or 5 syllabus of any recognised board. Performers should not have passed Grades 5 or 6 respectively by the time of the festival. | Year 13 and under | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>403 Vocal Solo Grades 6 &amp; 7</b><br>Award: Vocal Grade 6-7 Cup<br>Own choice of ONE examination song from a CURRENT Grade 6 or 7 syllabus of any recognised board. Performers should not have passed Grades 7 or 8 respectively by the time of the festival. | Year 13 and under | Up to 5 mins | £9.00<br>Accompanist £9.00 |

## AGE GROUP SOLOS

| Class  | Age              | Time         | Fee                        |
|--|------------------|--------------|----------------------------|
| <b>405 Vocal Solo Year 2 &amp; under</b><br>Award: Mini Musician Cup to highest mark in all Year 2 & under classes<br>Own choice of one or two songs in any style including folk, musical theatre or pop.            | Year 2 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>406 Vocal Solo Year 3-4</b><br>Award: Mrs C Sutton Challenge Cup<br>Own choice of ONE traditional, classical or modern song at any grade/level. Songs from shows, films and pop songs should not be performed.    | Year 3 to Year 4 | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>407 Vocal Solo Year 5-6</b><br>Award: Vocal Solo Year 5-6 Cup<br>Own choice of ONE traditional, classical or modern song at any grade/level. Songs from shows, films and pop songs should not be performed.       | Year 5 to Year 6 | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>408 Non-Competitive Vocal Solo Year 6 &amp; under</b><br>Own choice of one or two songs in any style including folk, musical theatre or pop. Non-competitive performers will receive an adjudication but no mark. | Year 6 and under | Up to 3 mins | £8.00<br>Accompanist £8.00 |

| Class  | Age                | Time         | Fee                        |
|--|--------------------|--------------|----------------------------|
| <b>409 Intermediate Vocal Solo</b><br>Award: Phyllis Sichel Award<br>Own choice of ONE traditional, classical or modern song at any grade/level. Songs from shows, films and pop songs should not be performed.  | Year 7 to Year 9   | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>410 Senior Vocal Solo</b><br>Award: Vocal Proficiency Cup to the highest mark in Senior Vocal Solo & Senior Musical Theatre classes<br>Own choice of ONE traditional, classical or modern song at any grade/level. Songs from shows, films and pop songs should not be performed. | Year 10 to Year 13 | Up to 5 mins | £9.00<br>Accompanist £9.00 |
| <b>412 Boy Treble Solo</b><br>Award: Boy Treble Solo Cup<br>Own choice of ONE traditional, classical or modern song at any grade/level. Songs from shows, films and pop songs should not be performed.   | Year 9 and under   | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>413 Junior Folk Song</b><br>Award: Sunlife Cup<br>Traditional folk song - accompanied or unaccompanied  | Year 6 and under   | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>414 Senior Folk Song</b><br>Award: Johnson Senior Folk Cup<br>Traditional folk song - accompanied or unaccompanied  | Year 7 to Year 13  | Up to 4 mins | £8.50<br>Accompanist £8.50 |
| <b>415 Aria</b><br>Award: Aria Cup<br>Aria from any opera, oratorio or operetta. Music chosen must be appropriate to the age and vocal development of the performer.   | Year 7 to Year 13  | Up to 5 mins | £9.00<br>Accompanist £9.00 |

## MUSICAL THEATRE

| Class  | Age              | Time         | Fee                        |
|--|------------------|--------------|----------------------------|
| <b>416 Musical Theatre Year 4 &amp; under</b><br>Award: Musical Theatre Year 4 & under Cup<br>Own choice of ONE song from a musical or film. | Year 4 and under | Up to 2 mins | £7.50<br>Accompanist £7.50 |
| <b>417 Musical Theatre Year 5</b><br>Award: Sunlife Cup<br>Own choice of ONE song from a musical or film.                                    | Year 5 only      | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>418 Musical Theatre Year 6</b><br>Award: Baker Cup<br>Own choice of ONE song from a musical or film.                                      | Year 6 only      | Up to 3 mins | £8.00<br>Accompanist £8.00 |
| <b>419 Intermediate Musical Theatre</b><br>Award: Under 17 Cup for Musical Theatre<br>Own choice of ONE song from a musical or film.         | Year 7 to Year 9 | Up to 4 mins | £8.50<br>Accompanist £8.50 |

| Class   | Age                | Time         | Fee                        |
|---|--------------------|--------------|----------------------------|
| <b>420 Senior Musical Theatre</b><br>Award: Vocal Proficiency Cup to the highest mark in Senior Vocal Solo & Senior Musical Theatre classes<br>Own choice of ONE song from a musical or film. | Year 10 to Year 13 | Up to 5 mins | £9.00<br>Accompanist £9.00 |

## RECITALS

| Class  | Age                | Time          | Fee                          |
|--|--------------------|---------------|------------------------------|
| <b>421 Junior Vocal Recital</b><br>Award: Greg Bruce Memorial Trophy<br>Own choice of two or three songs of contrasting styles and periods.<br>A minimum standard of Grade 3 is expected.<br>NOTE: No items may be repeated in any other class.  | Year 6 and under   | Up to 6 mins  | £9.50<br>Accompanist £9.50   |
| <b>422 Intermediate Vocal Recital</b><br>Award: Angela Hudson Music Trophy<br>Own choice of two or three songs of contrasting styles and periods.<br>A minimum standard of Grade 5 is expected.<br>NOTE: No items may be repeated in any other class.  | Year 7 to Year 9   | Up to 8 mins  | £10.50<br>Accompanist £10.50 |
| <b>423 Senior Vocal Recital</b><br>Award: Senior Vocal Recital Cup<br>Own choice of two or three songs of contrasting styles and periods.<br>A minimum standard of Grade 7 is expected.<br>NOTE: No items may be repeated in any other class.  | Year 10 to Year 13 | Up to 10 mins | £13.00<br>Accompanist £13.00 |
| <b>425 Junior Versatility (vocal solo plus an instrument)</b><br>Award: Junior Versatility Cup to the highest mark in Junior Versatility classes<br>Own choice of one song and one or more other pieces of contrasting styles and periods, each to be played on a different instrument.<br>This class is intended for performers whose main study is singing.<br>A minimum standard of Grade 2 singing is expected. There is no minimum standard for the other instrument(s).<br>NOTE: No items may be repeated in any other class.<br>The class will be adjudicated together with the Junior Versatility classes in the Piano, Strings and Woodwind/Brass Sections. | Year 6 and under   | Up to 8 mins  | £10.50<br>Accompanist £10.50 |

| Class   | Age              | Time          | Fee                          |
|---|------------------|---------------|------------------------------|
| <p><b>426 Intermediate Versatility (vocal solo plus an instrument)</b></p> <p>Award: Vaughan Fowler Cup to the highest mark in Intermediate Versatility classes</p> <p>Own choice of one song and one or more other pieces of contrasting styles and periods, each to be played on a different instrument.</p> <p>This class is intended for performers whose main study is singing.</p> <p>A minimum standard of Grade 3 singing is expected. There is no minimum standard for the other instrument(s).</p> <p>NOTE: No items may be repeated in any other class.</p> <p>The class will be adjudicated together with the Intermediate Versatility classes in the Piano, Strings and Woodwind/Brass Sections.</p> | Year 7 to Year 9 | Up to 12 mins | £15.00<br>Accompanist £15.00 |

## COMPOSITION

| Class  | Age               | Time         | Fee    |
|--|-------------------|--------------|--------|
| <p><b>428 Vocal Composition</b></p> <p>Award: Chairman's Cup for Composition to the highest mark in Musical Composition &amp; Poetry Composition classes</p> <p>ONE piece for voice, either solo or with up to any three other vocal parts or instruments.</p> <p>To be performed live. The composer should introduce the piece (not included in the time limit), and may take part as a performer if wished.</p> <p>Compositions must be sent to the Chair by 22nd February 2026.</p> | Year 13 and under | Up to 4 mins | £10.00 |

## ENSEMBLES

| Class   | Age               | Time         | Fee                                  |
|---|-------------------|--------------|--------------------------------------|
| <p><b>429 Junior Vocal Duet</b></p> <p>Award: Mrs Doone Cup for Vocal Ensemble to the highest mark in vocal duet/trio/quartet classes</p> <p>Own choice of one song in any style. Each voice should have its own independent part.</p> <p>Group of 2 people</p> | Year 6 and under  | Up to 3 mins | £12.00 per duo<br>Accompanist £8.00  |
| <p><b>430 Senior Vocal Duet</b></p> <p>Award: Mrs Doone Cup for Vocal Ensemble to the highest mark in vocal duet/trio/quartet classes</p> <p>Own choice of one song in any style. Each voice should have its own independent part.</p> <p>Group of 2 people</p> | Year 7 to Year 13 | Up to 5 mins | £15.00 per duo<br>Accompanist £10.00 |

| Class   | Age               | Time         | Fee              |
|---|-------------------|--------------|------------------|
| <p><b>432 Mixed Ensemble (a GROUP performance including voice)</b></p> <p>Award: Anne Gee Cup to the highest mark in Mixed Ensemble classes</p> <p>Own choice of one or two pieces for voice(s) plus at least one other instrumental performer up to a maximum of 6 performers.</p> <p>All performers must be within the Age Limit.</p> <p>To be performed without conductor.</p> <p>The class may be split into Elementary, Intermediate and Advanced according to entries.</p> <p>The class will be adjudicated together with the Mixed Ensemble classes in the Piano, Strings and Woodwind/Brass Sections.</p> <p>Group of 2 to 6 people</p> | Year 13 and under | Up to 5 mins | £12.00 per group |
| <p><b>433 Family Ensemble (a GROUP performance including voice)</b></p> <p>Award: Family Ensemble Cup to the highest mark in Family Ensemble classes</p> <p>Own choice of one or two pieces for voice(s), with or without other instruments, up to a maximum of 6 performers. To be performed without conductor.</p> <p>All performers must be related.</p> <p>The class may be split into Elementary, Intermediate and Advanced according to entries.</p> <p>The class will be adjudicated together with the Family Ensemble classes in the Piano, Strings and Woodwind/Brass Sections.</p> <p>Group of 2 to 6 people</p>                      | Any               | Up to 5 mins | £12.00 per group |

## CHOIRS

| Class   | Age              | Time         | Fee                                    |
|---|------------------|--------------|--|
| <p><b>435 Children's Choir</b></p> <p>Award: Children's Choir Cup</p> <p>A minimum of 10 singers. Please indicate approximate numbers at point of entry. Own Choice of two contrasting pieces. With or without accompaniment.</p> <p>Please note: Entries will be limited to a maximum of four choirs per class with a total number of no more than 100 singers per class.</p> <p>Group of a minimum of 10 people</p> | Year 6 and under | Up to 6 mins | £22.00 per group<br>Accompanist £10.00 |

| Class  | Age                     | Time                | Fee   |
|--|-------------------------|---------------------|---|
| <p><b>436 Junior Choir</b></p> <p>Award: Hilda Holcroft Memorial Trophy for Junior Choir</p> <p>A minimum of 10 singers. Please indicate approximate numbers at point of entry. Own Choice of two contrasting pieces. With or without accompaniment.</p> <p>Please note: Entries will be limited to a maximum of four choirs per class with a total number of no more than 100 singers per class.</p> <p>Group of a minimum of 10 people</p> | <p>Year 8 and under</p> | <p>Up to 6 mins</p> | <p>£22.00 per group</p> <p>Accompanist £10.00</p> |

# Policies

## Child Performance Licensing Policy

TUNBRIDGE WELLS ARTS FESTIVAL

### CHILD PERFORMANCE LICENSING POLICY

This Policy was last updated on 29th August 2025.

Chair: Celia Barstow

Vice Chairman: Debbie Mumford

Hon. Secretary: Fiona Ross

Hon. Treasurer: Yanina Dunton

Compliance Officer: Celia Barstow 5 Milestone Court, Chantlers Hill,  
Paddock Wood, Tonbridge TN12 6QT

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.

## Data Protection Policy

TUNBRIDGE WELLS ARTS FESTIVAL

### GENERAL DATA PROTECTION REGULATIONS (GDPR) PRIVACY NOTICE

This Policy was last updated on 23rd October 2025.

Chair: Celia Barstow

Vice Chairman: Debbie Mumford

Hon. Secretary: Fiona Ross

Hon. Treasurer: Yanina Dunton

Safeguarding Officer: Celia Barstow 5 Milestone Court, Chantlers Hill,  
Paddock Wood, Tonbridge TN12 6QT

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, Chair. 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 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 29th August 2025.

Chair: Celia Barstow

Vice Chairman: Debbie Mumford

Hon. Secretary: Fiona Ross

Hon. Treasurer: Yanina Dunton

Safeguarding Officer: Celia Barstow 5 Milestone Court, Chantlers Hill,  
Paddock Wood, Tonbridge TN12 6QT

Venue for the 2026 Festival: Kent College Pembury.

Dates: 7th & 8th March 2026

Gems Concert and Prize Giving: 15th March 2026, Trinity Theatre, Tunbridge Wells. 3.00pm

**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 five rooms at Kent College, Pembury in 2025. 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 must complete an Application Form which includes a self-certification regarding convictions, cautions, reprimands or final warnings relating to working with vulnerable groups, including children.

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 and Committee members wear lanyards identifying their role in the Organisation. 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 submitting an online 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 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. Where entries are input by a teacher, it is the teacher's responsibility to obtain consent or otherwise from the parents. The Festival does not take any responsibility for verifying entry information input by teachers.

School Groups: if individual members of a school group are named at point of entry, and therefore parental permission will have been sought, they are covered by the rule above. If members of school groups have not been individually named at point of entry, they will not be photographed by the Press or by any official Festival photographer for the purpose of publishing in local press or on the Festival website. If a school does not wish photographs to be taken of individual pupils representing the school, they must inform the Safeguarding Officer in writing prior to the Festival.

The GEMS concert may be recorded in part or in its entirety. Permission to film will be deemed to be covered by the permission granted or otherwise at the point of entry.

#### 9. 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.

#### 10. 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.