

PERFORMING ARTS FESTIVAL

2026 INFORMATION MEMO

BIBLE READING

Primary & Secondary

To: Bible Reading Participants

From: Section Coordinator

Performance Date: Friday 24 July

Venue: Chapel of St Michael the Archangel
Catholic Education WA, 50 Ruislip Street, Leederville

Please find attached:

- Performance Timetable & Student Information Card/s

ORGANISATIONAL INFORMATION

Please Read

Please ensure you familiarise yourself with the Rules of the Festival for this section. These can be found on the website via: <https://www.spiritofthearts.com.au/performing-arts-festival/>

- You are requested to be at the CEO Chapel 15 minutes prior to the scheduled performance time.
- Each session's participants will be met and ushered to their seats. All participants will be able to watch the other participants in the session perform.
- Participants are to perform on the sanctuary, entering from their seats in the Church.
- The Section Coordinator will introduce each participant unless instructed otherwise.
- A written report will be provided to each of the performers at the end of the session.
- Due to any seating restrictions which may be in place and for health & safety practices, please wait outside until the session before has completed.
- Students are to supply their own Bible.
- Participants will need to demonstrate the ability to read from the Bible (not memorise) and to develop eye contact with the listeners.
- Participants are to adhere to the 3-minute time limit.

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Note: It is the responsibility of all schools to have a **First Aid Kit** or adequate provisions at every performance. Each school is responsible for their own students.

EQUIPMENT PROVIDED BY THE VENUE

- Lectern
- Microphone
- Step

PASSING ON INFORMATION

If you are a PAF Coordinator at your school, it is very important that this information is passed on to teachers, tutors and parents concerned. Advertising the Festival in your newsletter is a great way to inform parents, and specifically for students who are tutored outside of school.

Please advertise this event within your school community.

TESTING & TAGGING

Please ensure that all testing and tagging of any electrical cables and/or equipment is visible and has been passed by a qualified electrician. If any faults occur within a venue as a result of your equipment not being tagged or passed, the cost of the call out fee for an electrician to rectify the fault will be charged to your school. Some venues may not allow a performance without the correct tagging.

TICKETING

Ticketing for this event will be available online via Trybooking on the Spirit of the Arts website:

<https://www.spiritofthearts.com.au/performing-arts-festival/>. Tickets on the website can be found under: *'Bible Reading' → 'Tickets'*.

Seating for performers have been allocated – performers do not need tickets. You will not be permitted into the venue without your scanned barcode.

RESPECT OF VENUE

It is important that there are enough teachers travelling with and supervising students. There must be a teacher supervising students (Students are not to be left on their own) and students must remember to respect the property and adhere to any staff instructions at venues.

PARKING & VENUE LAYOUT

Please refer to the attached documents for the venue map, stage layout and parking information.

Thank you for participating in the Performing Arts Festival.

Please contact the Catholic Arts Office if you have any queries.

Telephone: 9278 0202

Email: catholicarts@cewa.edu.au

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