

# PERFORMING ARTS FESTIVAL

## 2026 INFORMATION MEMO

**BIG BAND / JAZZ COMBO**

**Secondary**

To: Big Band/Jazz Combo Directors  
From: Section Coordinator  
Dates: **Tuesday 25 to Thursday 27 August**  
*Evening performances commence at 6.00pm*  
Venue: **Nicolas Barre Auditorium, La Salle College**  
*5 La Salle Ave, Middle Swan WA 6056*

---

**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/>

- All performers must be at the venue at least 15 minutes prior to their scheduled session time and endeavour to remain until the end of that session. **Please remember to allow for travel time.**
- Performers will be ushered to warm up rooms on arrival. No food or drink is to be consumed in the warm-up rooms. Any desks and chairs used are replaced.
- **Strict adherence will be given to the performance time limit.**
- Performers will announce their name and item immediately prior to their performance.
- Teachers/performers should set and take note of individual amp leads prior to performances.
- A written adjudication report will be presented to each Band. Performers may not speak with the adjudicator.

**PLEASE SEE OVER THE PAGE**

- If the stage layout plan or music has not been submitted to the Catholic Arts Office by the published due date, or an item is changed after the closing date of online entries, or on the performance date, the performance will not be eligible for an Award.
- All Festival performers are reminded that they are bound by the laws of copyright. The coordinators, following adjudication, will destroy all photocopies if they are not AMCOS copies.
- Students will be housed in warm-up rooms during the performance evening.

**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**

- A Drum Kit
- Yamaha Baby Grand Piano (Electric)
- Roland Keyboard RD2000
- 25 Music Stands
- Congas/Bongos
- Vibraphone
- Bass Amp x 2
- Guitar Amp x 2
- PA will be available for MC/vocalists and acoustic instrumental solos only. (Note: this is a change from 2024)

***For any other additional equipment, schools are required to supply their own.***

### **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.

### **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, accompanists concerned. Advertising the Festival in your newsletter is a great way to inform parents, specifically for students who are tutored outside of school. It is important that you have familiarised yourself with the Rules of the Festival for this section.

## 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/> Ticketing link found under:

'Bands' → 'Big Band / Jazz Combo' → 'Tickets'.

**Seating for performers have been allocated – performers do not need tickets.** Audience members will not be permitted into the venue without a 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.

## BUS PARKING & DROP-OFF

**NO BUSES/Coaches are to enter the grounds.**

**Students must be dropped at the bus bays on Muriel Avenue (See map attached)**

**This section of the Festival provides evenings of very enjoyable and entertaining performances.  
Please advertise this event within your school community.**

---

**Thank you for participating in the Performing Arts Festival.**

Contact the Catholic Arts Office if you have any queries.

Telephone: 9278 0202

Email: [catholicarts@cewa.edu.au](mailto:catholicarts@cewa.edu.au)