

PERFORMING ARTS FESTIVAL

2026 INFORMATION MEMO

DRAMA SOLO

Secondary

To: Secondary Solo Drama Participants
From: Section Coordinator
Performance Date: Tuesday 1 to Wednesday 2 September
Venue: Newman Siena Centre, Clune Lecture Theatre
33 Williamstown Rd, Doubleview

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/>

- Due to any seating restrictions which may be in place and for health & safety practices, please wait outside until the session before has completed.
- **Performers need to arrive 30-minutes before session if music/sound or special effects are required.**
- A desk and chair will be provided. All other props/requirements must be supplied by the performer.
NOTE: A second chair can be available upon request.
- Theatre blacks or appropriate costumes should be worn.
- Sound effects can be played. Performers must have someone (peer or teacher) who can act as their Sound Technician. Sounds effects must have the ability to be played via a Bluetooth compatible device – Please bring your own Bluetooth device/sound device.

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- **Performers are to hand a copy of their script to the Adjudicator prior to their performance.**
- Participants will introduce their own item, including the name of the school.
- Please be reminded that there is strict adherence to the time limit of performances.
- After their performance, students are to watch the remaining performances in the session.
- Written adjudication reports will be provided.

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

- 1 x Desk
- 1 x Chair
- A second chair can be provided, upon request.

PASSING ON INFORMATION

It is expected of the PAF Coordinator at your school that this information is passed on to the teachers, tutors, and parents concerned. Advertising the festival in your newsletter is a great way to inform parents and especially students, who are tutored outside of the 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 can be found under:

'Drama' → 'Drama – Solo/Duo' → 'Drama – Solo – Secondary' → 'Tickets'.

Seating for performers have been allocated – performers do not need tickets. Audience members will not be permitted into the venue without your scanned barcode and/or ticket.

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RESPECT OF VENUE

It is important that there are enough teachers travelling with and supervising students. There must be a teacher supervising the 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.](#)

- **Parking** can be accessed along [Williamstown Road](#), by entering the Hale School carpark just after the roundabout. See map attached for details.

Thank you for participating in the Performing Arts Festival.

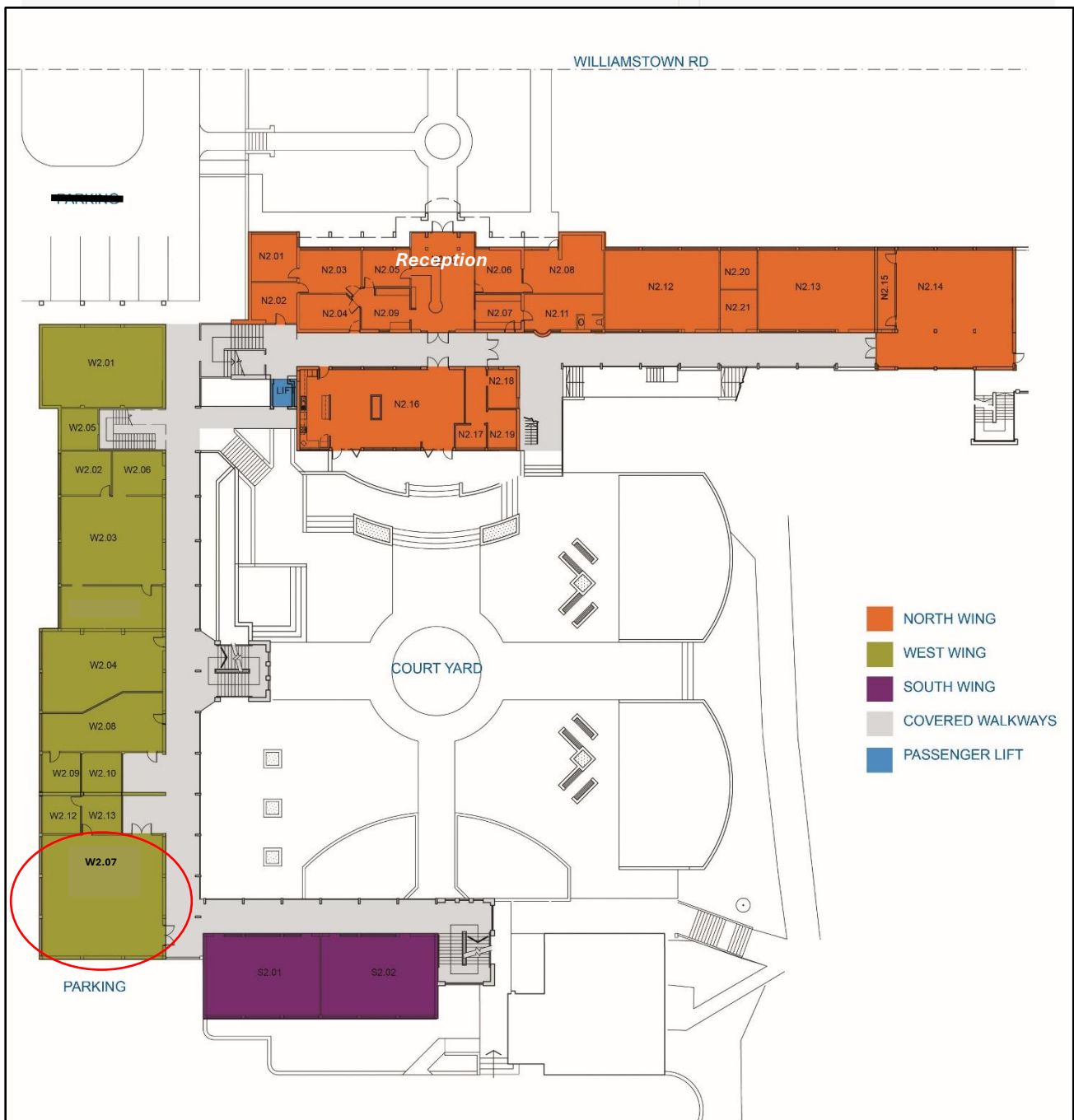
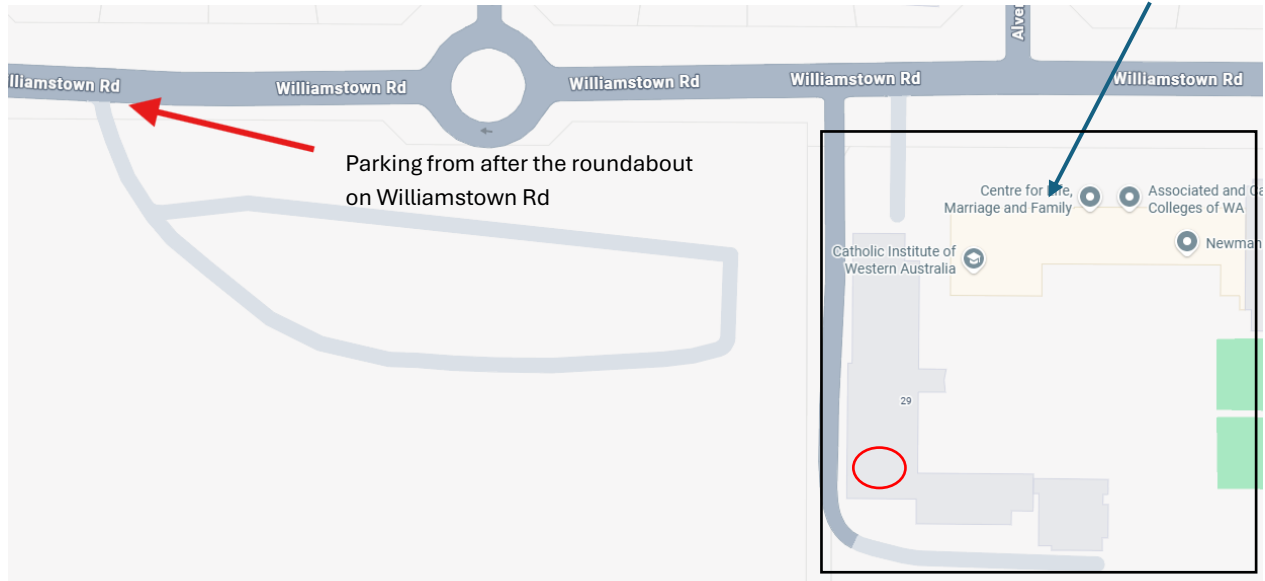
Please contact the Catholic Arts office if you have any queries.

Telephone: [9278 0202](tel:92780202) | **Email:** catholicarts@cewa.edu.au

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NEWMAN SIENA CENTRE – CLUNE LECTURE THEATRE

Please enter from the front through Reception



The Clune Lecture Theatre is in room W2.07 (Level 2)

- NORTH WING
- WEST WING
- SOUTH WING
- COVERED WALKWAYS
- PASSENGER LIFT