

# PERFORMING ARTS FESTIVAL

## 2026 INFORMATION MEMO

**SPEECH – CHORAL**

**Primary**

To: Choral Speech Participants  
From: Section Coordinator  
Dates: **Monday 3 to Tuesday 4 August**  
Venue: **Vasto Club**  
*5 Vasto Place, Balcatta*

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**Please find attached:**

- Performance Timetable & Student Information Card/s
- Seating Plan/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/>

- No last-minute changes will be made to timetable allocations.
- All participants 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.
- If a session is in progress students will be directed to a waiting area. Due to any seating restrictions which may be in place and for health & safety practices, please wait outside until the session before has completed.
- Each session's participants will be met and ushered to their seats in the hall. All participants will be able to watch the performances of the others in their section.

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- Please find the seating plan attached. Should seating plans be changed due to withdrawals, a choir will move into the vacant seating. Hence, students must be familiar with entering from either side of the stage.
- Participants will introduce their own item and the name of their school.
- Each Speech Choir will be presented with a written adjudication report. Participants may not speak to the adjudicator.
- **No Food or Drink permitted in the Venue**

**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**

- Choir Risers

#### **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:

*'Speech' → 'Speech – Choral' → '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.**

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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 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](#).

General audience parking is available in the Vasto Club car park.

### **Bus Information (Please give a copy of this information to your bus driver)**

- All participants must be at the venue at least 15 minutes prior to their scheduled session time and remain to watch the performances of the other groups in the session.
- In the interest of safety and to ensure a smooth flow of traffic, buses are asked to drop-off/pick-up students in front of the Vasto Club, then proceed to park at the back of the Vasto Club. **Please have your school's name on display for easy identification.**
- We ask that teachers have a mobile phone to contact bus drivers when a session has finished. This will enable buses to line up ready for pick-up of students.

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**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](mailto:catholicarts@cewa.edu.au)

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