

PERFORMING ARTS FESTIVAL

2026 INFORMATION MEMO

SPEECH & DRAMA – SOLO/DUO

Primary

To: Primary Speech & Drama Participants

From: Section Coordinator

Performance Date: **Monday 31 August to Tuesday 1 September**

Venue: **Wellington Room, Morley Recreation Centre**
Cnr Wellington Road & Mangini Street, Morley

Please find enclosed:

- 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 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.
- Due to any seating restrictions which may be in place and for health & safety practices, if a session is in progress, please wait in the foyer.
- Each session's participants will be met and ushered to their seats. All participants will be able to watch the performances of the others in their section.
- Performers must bring their script on the performance day and hand it to the Adjudicator.
- Participants will introduce their own item, including the name of the school.
- Each participant will be presented with a written adjudication report. Participants may not speak to the adjudicator.
- If an item is changed after the closing date of entries, the performance will not be eligible for an Award.

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.

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 – Solo/Duo' (OR 'Drama – Solo/Duo') → '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.

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.

Thank you for participating in the Performing Arts Festival.

- **WELLINGTON ROOM:** In the interest of safety and to ensure a smooth flow of traffic, buses are asked to enter via Mangini Street from Wellington Road to drop-off/pick-up students in front of the venue and proceed to the lay over area. We ask that teachers have a mobile phone to contact their bus drivers when a session has finished. This will enable buses to line-up, ready for pick-up of students. **General audience parking is available in the carpark outside the Morley Recreation Centre.**

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