

# PERFORMING ARTS FESTIVAL

## 2026 INFORMATION MEMO

**PIPE ORGAN**

**Secondary**

To: Pipe Organ Participants

From: Section Coordinator

Section Title	Date	Venue
Pipe Organ	Thursday 3 September	<b>Trinity College, Chapel</b> 58 Mount Henry Rd, Salter Point

**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.

Due to any seating restrictions which may be in place and for health & safety practices, please wait outside the venue until the session before has completed.

- No food or drink should not be consumed at the venue.
- Each session's performers will be met and ushered to their seats in the Auditorium. Performers will announce their name, school, item and composer immediately prior to their performance.
- **Performers must observe the given time limit for their section.**
- A written adjudication report will be provided. Performers may not speak to the adjudicator.

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- All Festival performers are reminded that they are bound by the laws of copyright.
- If music is not submitted to the Catholic Arts Office by the published due date, or the item is changed after the closing date of the online entry or on the performance date, the performance will not be eligible for an Award.
- Performers should retain the original music for practice purposes and for use on the day of performance.

**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**

- Pipe Organ
- Stool

#### **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:

*'Piano & Pipe Organ' → 'Pipe Organ – Seoncdary' → '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 student/s. There must be a teacher and/or parent supervising the student/s (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:** Buses must park on Nelson Crescent. Buses **must not** enter the College via Trinity Avenue as there is no turning space for buses through the main entrance to the College.

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

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# Trinity College

## PARKING

### Bus

Drop off and pick up is on Sailani Avenue; students are able to enter the College through gate 7.

Bus parking is available on Sailani Avenue—check signs in these areas. Buses must not enter the college as there is no turning space in the main entrance.

### Car

Car parking is available on Sailani Avenue —check parking signs in these areas. Visitor parking is available on campus via Trinity Avenue.




## ACCESS TO GIBNEY HALL

**Performers:** Enter the Cultural Centre, via main doors in Carrigg Court and proceed to the 1st floor.

**Audience:** Enter via main doors opposite the Chapel.

## ACCESS TO BRAHAM AUDITORIUM

Enter the Cultural Centre via main doors in Carrigg Court and proceed to the 1st floor.

-  Participant Check-in and Warm up rooms, level 1
-  Bus drop-off & pick-up zone
-  Entrance to Campus Ground via Gate 7 (No vehicle access)

Dr. Robert Braham Auditorium  
Level 1, Cultural Centre

