

# PERFORMING ARTS FESTIVAL

## 2025 INFORMATION MEMO

### **SPEECH & DRAMA – SOLOS/DUOS**

**Primary**

To: Primary Speech & Drama Participants

From: Festival Committee Coordinators

**Performance Date:** Monday 1 to Tuesday 2 September

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

---

**Please find enclosed:**

- Performance Timetable & 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: [www.spiritofthearts.com.au](http://www.spiritofthearts.com.au). **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.

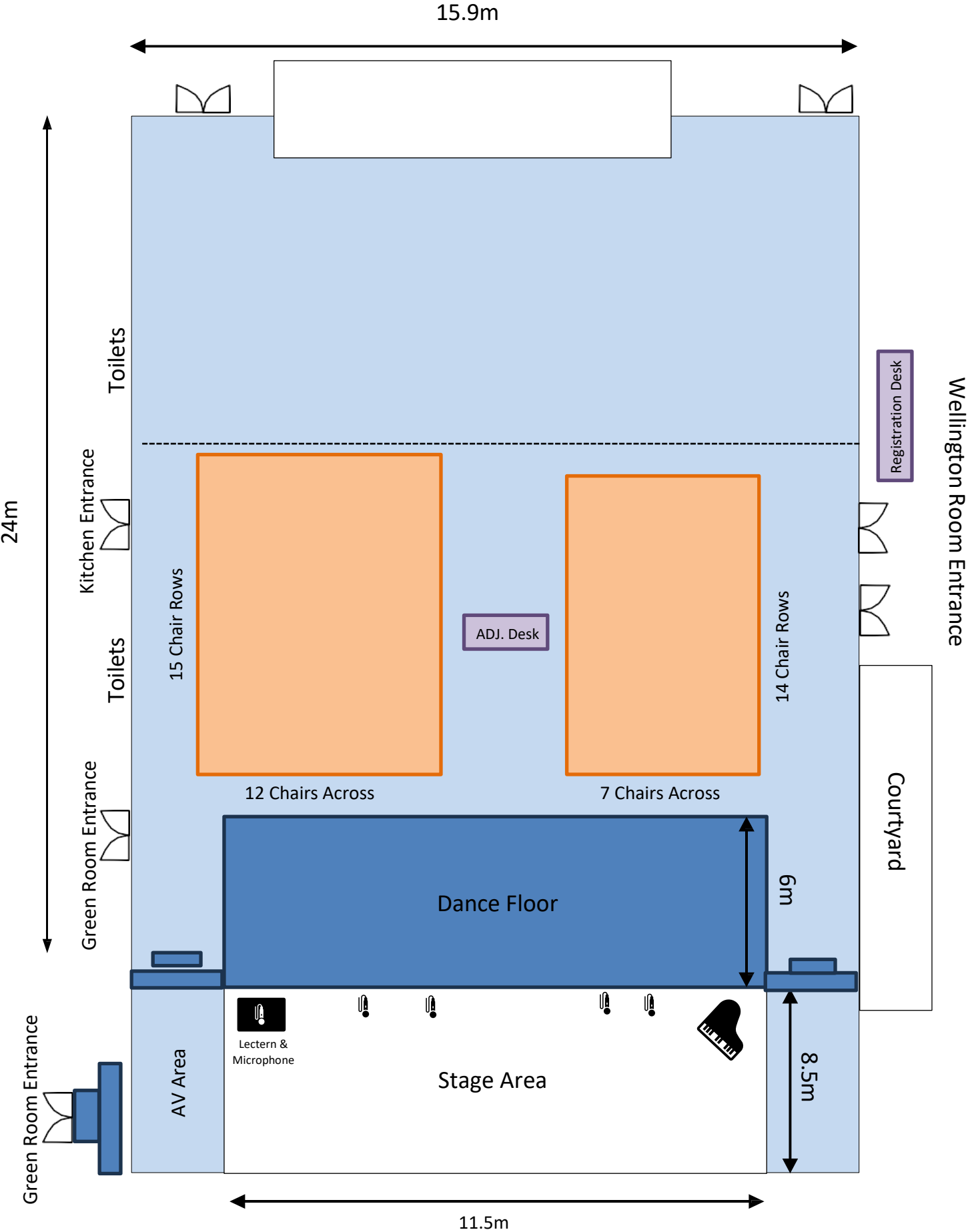
---

**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)

# Wellington Room







Mangini St

Mangini St

Mangini St

Mangini St

Mangini St

W.A. Boot Camp

Morley Sport & Recreation Centre

Google