

Glamorgan Drama League

One Act Festival

Rules

1. Only Companies who are fully paid-up members of the Glamorgan Drama League are eligible to enter the festival.
2. The Drama Association of Wales will, as recommended by the Adjudicator(s), invite a number of plays appearing in the Regional Festival to appear in the Wales Final Festival.
3. The best production in the Wales Final Festival, as decided by the Adjudicator, will be invited to represent Wales in the British Final Festival.
4. Only Companies which are paid up members of The Glamorgan Drama League and bona fide Adult and Youth Amateur Theatre Society, which has a regular existence apart from an Area Festival, will be invited to appear in the Wales Final Festival.
5. Whilst entries from private drama schools, GCSE, "A" Level and BTec drama courses are *encouraged to take part in the Festival, Higher Education Courses offering training for the professional theatre are not eligible.
6. The members of a Company must therefore be amateurs, i.e., no one whose main occupation is in the Professional Theatre may be included in the cast. A Company may employ a Professional Director.
7. Productions containing an actor or actors aged 26 and above will not be eligible for consideration as a youth production, irrespective of the age of the rest of the cast.
8. Any Festival entry with children under 18 in the cast must comply with the Body of Proof, Child Chaperone Policy and have a Child Protection Policy in place. Checks will be made and any group not able to comply with the checks will be refused performance.
9. All companies must have appropriate insurance in place (not just public liability insurance). Checks will be made and any group not able to comply with the checks will be refused performance.
10. If oversubscribed, the Glamorgan Drama League reserves the right to select Companies from the entries and to arrange the day and time for each selected Company to appear, also a Company to act as a reserve. The GDL's decision shall be final.
11. Completed entries Forms must be submitted and accompanied by the **Production Guarantee Cheque of £25.00; this cheque shall be returned on completion of performance. Any company entering more than one production will pay a performance fee of £25.00 for the 2nd Production which will not be refundable.** Cheques to be made payable to: - The Glamorgan Drama League.
12. Each participating Company must forward to the Festival Organiser, **TWO** 'hard' copies of the play which it is proposing to present with their entry, by date supplied **with a brief synopsis and Cast & Crew for use in the festival programme.** Photocopies of plays **will not be accepted** unless prior written permission has been obtained by the author/publisher.

13. Should any Company selected to perform decide to withdraw, written notification must be given to the Festival Organiser at least **4 weeks before the festival**. **If companies withdraw after this date, the Production Guarantee fee will not be refunded.**
14. The Wales Regional One-Act Festivals form part of the UK National Festival of Community Theatre, which happens at three levels in Wales, i.e. Local Regional Festivals, Wales Final and British Final. Participating at regional levels assumes availability and commitment to the Wales Final and the British Final.

Should a group not be available or not wish to participate in stage two of the festival, the Festival Committee **must be informed before taking part** as a cost (to the company) may be charged for the adjudication for such entries. **Appearance at the Wales Final assumes availability at the British Final.**

PLAYS AND PERFORMANCE

15. A play may be either a complete One-Act Play or an extract from a longer work. An extract must be intelligible to any member of the audience who is unfamiliar with the play from which it is taken. Permission must be sought from and presented to the Festival Stage Manager from the Authority/ Publisher with the application to perform. No introduction by way of spoken or printed synopsis is permitted.
16. Singing is permitted in a play, where the inclusion of a song is an addition to the drama, as an enhancement to the story i.e., a Play-with-Music. Musicals are not permitted i.e., where songs are integrally included within the storytelling, and their inclusion is necessary to further the plot.
17. No play may be entered more than **once** by the same company within a period of **five years**.
18. The play must contain at least **two** characters that **appear** and **speak**.
19. All performances are subject to the Theatres Act 1968 and must comply with its provisions regarding Plays which might be considered obscene, seditious or libellous, or likely to incite racial hatred or breach of the peace.
20. Companies are responsible for obtaining any necessary permission to perform the Play or Extract offered and will be required to certify to the Festival Stage Manager and Organiser that they have done so at the Consultation Day generally 2 weeks before the festival. The royalty receipt/licence and any required PRS Licence must be submitted to the Festival Stage Manager during the Consultation meeting.
21. A performance shall be **not less than twenty minutes** and **not more than fifty-five minutes** in length. Performance time includes time to change the scene during a performance. Performance is timed from the commencement of the Music or the opening of the tabs, whichever is first, to the closing of the tabs or the ceasing of the music at the end, whichever is the last.
22. **No change in cast will be permitted after the qualifying performance for the Wales and/or British Final.**
23. An official Timekeeper and Stage Manager will be available for all backstage matters and he/she will direct teams before and after rehearsal periods. No other team member must interfere.
24. All companies must be ready to commence their performance by the stipulated time.
25. Under no circumstances must a member of another Society enter the Wings and Stage area while a competing team is in performance. All adjustments to sets and properties must be

attended to during the technical rehearsal and members of other teams must remain in the dressing rooms until they are scheduled to appear.

26. Smoking on Stage: Under no circumstances will the smoking of any substance be allowed on stage or, indeed, anywhere in the theatre. In Wales, the smoking on stage ban relates to ANY substance which can be lit and smoked. That includes "stage" cigarettes and therefore these will not be permitted at the festival. **(This is a matter of law and the GDL cannot make any allowance for the purpose of the festival).**

STAGING

27. A basic setting of Full Stage Drapes or wings will be provided, if required and requested.
28. Basic lighting and sound equipment will be provided. **Special effects** for lighting will be allowed in consultation with the Festival Stage Manager (FSM), an effect is typically one or more lanterns that are used to create one visual effect, and the decision of the FSM is final. The Festival Committee will normally allow Companies to bring to the Theatre any additional items of lighting, sound or other equipment (subject to them complying with PAT regulations), which are necessary and cannot be provided by the Theatre. The FSM will need to be notified in advance of the consultation **meeting** of the use of any outside equipment.

Even if additional equipment is not required, companies are also asked to contact the FSM **in advance of the Consultation Day** with an overview of their technical requirements, and a draft of their floor stage plan. **The Technical Information for The Savoy will be sent to participating companies.**

29. The FSM will need to be notified **in advance of the Consultation Day** of the use of festival technicians during performance (*See note 35*). **The FSM and Festival Technician cannot be held responsible for any mistakes made if they are asked to operate the sound, lights or cue during a performance.**
30. The stage will be controlled by the FSM and his decision on all matters relating to the stage and use of the facilities and equipment provided is final.
31. Subject to the approval of the FSM and meeting Health and Safety requirements, Companies may bring to the Theatre such items of Properties and Scenery as are required for the productions.
32. The Organisers will not be responsible for any claims arising from any accident that may occur during the setting-up, performing of the Play or striking of the Set. No liability can be accepted by the Organisers for loss of or damage to any property of a Company brought to the Theatre. Companies are required to take out appropriate Insurance Cover and **provide a certificate of such cover** to the Festival Stage Manager **at the consultation meeting on**. Failure to do so may result in disqualification.
33. Each Company will be allowed a **20 min consultation prior to the festival date**. On the day of performance, they will be given **15 min 'Get In'** and **technical rehearsal of 60 minutes**, to be used as agreed with the Festival Stage Manager and Festival Organiser, Teri McCarthy.
34. Companies will be responsible for their Stage Management i.e., Setting, Striking etc., and cueing Festival Technicians of their own production.
35. There will be a FSM and a Festival Technician at the Theatre. Groups will be required to cue and operate lighting and sound for their performance. If this is a problem, please make the FSM aware and we will endeavour to assist.
36. **Ten minutes** will be allowed for setting and **five minutes** for striking. The Festival Stage Manager will note on an official schedule the time for setting and striking and the time occupied by the performance. His decision on these times is final.

37. Companies which exceed these times or whose performance is outside the limits allowed under the rules will be penalised as follows: -

	<u>Time Exceeded</u>	<u>Marks Deducted</u>
❖	Up to 1 Minute	1
❖	Up to 2 Minutes	3
❖	Up to 3 Minutes	6
❖	Up to 4 Minutes	10
❖	Up to 5 Minutes	15
❖	Over 5 Minutes	20

38. Under no circumstances should Companies nail their set to the floor or paint any part of their set on stage. Stage weights and braces etc should be used at all times.

ADJUDICATION

39. As From September 2019 the following marking system will be employed: -

❖	Stage Presentation	15
❖	Direction	35
❖	Acting	40
❖	Dramatic Achievement	10

40. The system is intended to be a guide to the Adjudicator and Companies. Marks given will not be divulged in either the public adjudication or private discussion. However, companies may apply in writing to the Drama Association of Wales to obtain their own marks.

41. A public adjudication of each production will be given after the final performance of the evening. Companies may request a private chat with the adjudicator, lasting approximately 5 minutes, immediately after the public adjudication. This request must be made to the Festival Organiser on a date supplied.

42. **No performance or adjudication may be recorded in any way without the permission of the Adjudicator and/or the author/publisher.** You may apply to the Festival Organiser for a written adjudication by at least 4 weeks before the festival. There will be a charge which is set by the Adjudicator and must be paid when the request is made.

43. No marks or placing will be given to individual companies, other than the adjudication on the last night of the festival.

44. The Adjudicator's decision regarding marks and awards is **final**.

SOUTH WALES FIRE SERVICE

45. Any hangings, curtains and scenery, which may be permitted by the Licensing Authority, shall be of non-combustible inherently non-flammable or suitable flame proofed material.

DRAMA ASSOCIATION OF WALES

46. These Rules are based on those provided by the Drama Association of Wales for their Annual One-Act Festival.

47. Any dispute or complaint should be referred to the GDL Festival Committee who may consult an impartial referee.

48. Any questions of penalty or disqualification will be decided by the GDL Festival Committee in consultation with an impartial referee.

CHILD PROTECTION

49. **It is the responsibility of all Youth Organisations with children under the age of 18 to provide one Registered Chaperone to be back stage at all times during the Get-In, Technical Rehearsal, Performance and Get Out. Only those persons who can provide a current DBS certificate will be allowed back stage. The Festival Stage Manager will need to see all DBS certificates.**

Festival Organiser:

Ms Teri McCarthy,

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Email: glamorgannews@gmail.com

Festival Stage Managers Details:

T.B.A.

Theatre Technician:

T.B.A.

Web Site: <http://www.glamorgandrama.com/>

<https://www.facebook.com/glamorgandramaleague/>